E - Governance Reports

(2019-20 to 2022-23)

Podar : Nurturing Intellect, Creating Personalities.

शिक्षण प्रसारक मंडळी, पुणे

R. A. Podar College of Commerce & Economics

AUTONOMOUS

Matunga, Mumbai - 400 019

An 'A+' Institution as Accredited by NAAC

Certified as 'Best College' by University of Mumbai

Tel.: 2414 3178 • Fax: 2414 1964 • E-mail: info@rapodar.ac.in

Website : www.rapodar.ac.in

Estd. 1941

E- Governance Report

2019-2020

R.A.Podar College of Commerce and Economics (Autonomous) recognizes that E-Governance means governance of the tools used by Information Technology. The college has implemented E-Governance to enhance good governance which is generally characterized by participation, transparency, and accountability to provide better service in terms of time, making governance more effective and efficient to lower transaction costs and make services more accessible.

Many initiatives have been taken by the College towards E-Governance some of which are in the area of general and administration listed below:

1. Communication with members of the staff and other academic bodies of college through email.

2. All-important notices to students and staff members on administration matters are published on college websites and emails.

3. Biometric attendance for staff.

4. Wi-Fi facility on campus.

5. Use of following platforms for dissemination and collection of information from staff and students:

   Emails (G- Suite) institutional ids

   ● Google classroom
   ● Zoom
   ● Webex

6. College is equipped with CCTV cameras at strategic points.

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7. The College migrated to G-Suite from webmail, with institutional email id for all staff members.

In areas of operations involving more complex systems and procedures, sophisticated software tools are used. The details of specific area of e-governance using software tools are as follows:

Administration:

- Biometric
- CCTV
- MKCL - Student Registration
- MKCL - Transfer Student
- MKCL - Student Profile
- AISHE
- Management Information System of Directorate of Higher Education, Maharashtra
- **E-Sevarth**
- ERP Bulk Updation of Roll No, SMS, Timetable

Finance & Support:

- ERP Tally
- Payment of fees
- Computerized Accounting System
- Banking transactions through online mode
- E-Payment of Taxes

Student Administration and Support:

- MKCL
- WI- FI Enabled CAMPUS
- NOTES (LMS)

शिक्षण प्रसारक मंडळी, पुणे

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- Desktops available for students in the library

- Online Admission process

- Online Counseling sessions Every Tuesday

- LOR / Transcripts etc through online process

Examination:

- MKCL

- Inhouse result generation system

- Generation of Hall Ticket

- ERP Mastersoft

Library:

- Library management system iSLIM

- Online e resources and e databases

A lab assistant has been appointed for monitoring the use of IT tools by staff and students.

This report has been presented and submitted to the Governing body

Sd/-

Principal

E - Governance Reports

(2020-21)

E- Governance Report

2020-2021

R.A.Podar College of Commerce and Economics continues to use IT tools for online admission, administration, enhanced teaching pedagogies, online examinations, result generation and research.

Many initiatives have been taken by the College towards E-Governance some of which are in area of general and administration:

1. Communication with members of the staff and other academic bodies of college through email.

2. All-important notices to students and staff members on administration matters are published on college websites and emails.

3. Biometric attendance for staff

4. Wi-Fi facility on campus

5. Use of following platforms for dissemination and collection of information from staff and students:

- Google classroom
- Zoom
- Webex
- Free conference call app
- Google form for Daily sheet reporting

6. College is equipped with CCTV cameras at strategic points.

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- ERP Bulk Updation of Roll No, SMS, Timetable

<u>Finance & Support:</u>

- ERP Tally
- Payment of fees
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- Banking transactions through online mode
- E-Payment of Taxes

<u>Student Administration and Support:</u>

- MKCL
- WI- FI Enabled CAMPUS
- NOTES (LMS)
- Desktops available for students in the library
- Online Admission process

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- Online Counseling sessions Every Tuesday
- LOR / Transcripts etc through online process

Examination:

- MKCL
- Inhouse result generation system
- Generation of Hall Ticket
- ERP Mastersoft
- SAFE ITTB app

Library:

- Library management system iSLIM
- Online e resources and e databases

A lab assistant has been appointed for monitoring the use of IT tools by staff and students.

A daily report was generated by the lab assistant with the regards to the status of desktop , laptops and other electronic devices .

This report has been presented and submitted to the Governing body

Sd/-

Principal

E - Governance Reports

(2021-22)

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E- Governance Report

2021-2022

R.A.Podar of Commerce and Economics (Autonomous) continues to broaden the use of IT tools for various purposes in college .

The college is implementing E-Governance to enhance good governance which is generally characterized by participation, transparency, and accountability to provide better service in terms of time, making governance more effective and efficient to lower transaction costs and make services more accessible.

E-Governance initiatives include:

1. Communication with members of the staff and other academic bodies of college through email.
2. All-important notices to students and staff members on administration matters are published on college websites and messaged through social messaging groups.

3. Biometric attendance for staff

4. Wi-Fi facility in campus

5.Use of following platforms: MS Teams, Google Classroom

6. Online Forms: For data collection from departments/students and for online feedback form from students.

7. College is equipped with CCTV cameras at strategic points.

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8. Social messaging groups are used for connecting and eliciting information from students, faculty/staff.

In areas of operations involving more complex systems and procedures, sophisticated software tools are used. The details of specific area of e-governance using software tools are as follows:

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- AISHE
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- E-Sevarth
- ERP Bulk Updation of Roll No, SMS, Timetable

Finance & Support:

- ERP Tally
- Payment of fees
- Computerized Accounting System
- Banking transactions through online mode
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- Desktops available for students in the library
- Online Admission process
- Online Counseling sessions Every Tuesday
- LOR / Transcripts etc through online process

Examination:

- MKCL
- Inhouse result generation system
- Generation of Hall Ticket
- ERP Mastersoft
- Safe IITB app

Library:

- Library management system iSLIM
- Online e resources and e databases

This report has been presented and submitted to the Governing Body

Sd/-

Principal

E - Governance Reports

(2022-23)

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E- Governance Report

2022-2023

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4. Wi-Fi facility in campus

5.Use of following platforms: MS Teams, Google Classroom

6. Online Forms: For data collection from departments/students and for online feedback form from students.

7. College is equipped with CCTV cameras at strategic points.

7. Social messaging groups are used for connecting and eliciting information from students, faculty/staff.

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- LOR / Transcripts etc through online process: https://www.rapodar.ac.in/Transcripts.php

Examination:

- MKCL
- Inhouse result generation system
- Generation of Hall Ticket
- ERP Mastersoft
- Safe IIB Exam

Library:

- Library management system iSLIM
- Online e resources and e databases

An MIS officer has been appointed to monitor the IT tools and admission, accounts and administration and examination.

The lab assistant continued to share daily reports on the useage of IT tools .

This report has been presented and submitted to the Governing Body

Sd/-

Principal