



ST. ANN'S COLLEGE FOR WOMEN

(Autonomous)
Affiliated to Osmanla University
Accredited A+ Grade by NAAC (3rd Cycle), College with Potential for Excellence by UGC
ISO 9001 : 2015 ISO 14001 : 2015
Santoshnagar colony, Mehdiapatnam, Hyderabad - 500 028.

Date: 26-04-2023

Report on Implementation of e-governance in areas of operation for the year 2022-2023

The implementation of e-governance in the institution is monitored by a team of faculty members and the finance officer under the chairmanship of the Principal.

1. Dr.Sr.Amrutha Chairperson
2. Ms.Aparna Bulusu Dept. Of Computer Science & ICT Technical Director
3. Dr.Meena Pathangay Dean, Admn.
4. Mrs.Srikala , Addl. Co-ordinator, IQAC
5. Dr.Mary Francina , Director MBA
6. Ms.Ramya Member, ICT committee
7. Mrs. Vijayavalli Dept. Of Chemistry
8. Sr.Geetanjali Finance Officer

1. Academics

- College App (SALMS) & Google classroom was extensively used for providing e – resources to students like course material, quiz, assignments and assessments

2. Administration

- MIS developed by in-house faculty has been in use since 2015 and is routinely updated by the in-charge faculties.
- Timely information regarding events, examinations and general notices published on college app for benefit of students, parents and faculty
- Biometric attendance
- Digital display boards
- Meetings online for dissemination of data and information

3. Finance & Accounts

- Finance and maintenance of accounts is done by Tally version 9 and fee collection module uses Foxpro package
- Online payment of examination and college fee through Student College App

4. Student admission & support

- Registration and sale of application for admission on line
- From issue of prospectus and application to generation of merit list the entire admission process is automated.



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- Student data base and mentorship details are maintained by the office and at the dean's office
- Online Attendance module
- Generation of bonafide, conduct and TC done online
- Information about admissions, examinations, Time – tables , fee submission are communicated through student mobile app

5. Examinations

The entire examination process is automated end to end.

- Creation of database
- Marks entry
- Upload of syllabus , model paper
- Issue of hall ticket
- Declaration of results online
- Application online for revaluation
- Conduct of online exams during pandemic
- Generation of marks memo and consolidated grade card
- Generation of provisional degree certificate
- CCTV surveillance
- Examination seating schedules shared with students through college app to aid in exam management
- Communications with paper setters
- 40Mbps leased line upgraded to 100Mbps entirely for the examination branch

6. IQAC

- All communication through online tools
- AQAR submission online
- Documents and records of events stored in digitized form
- Training of teaching and non teaching staff in the use of ICT

7. ICT centre

- The version 2 of college LMS (SALMS) was released in 2023. The Learning Management System (SALMS) Module provides the following functionality:
 - Faculty Login
 - ✓ Broadcasting reading materials/ uploading videos, contents
 - ✓ Organize lesson plan
 - ✓ Schedule Meetings



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- ✓ Provide feedback forms to students.
- ✓ Student Certificate and Student Rewards
- ✓ Conducting and Grading Quizzes
- Students can access the following features through the College App. Student Login
 - ✓ Attendance management
 - ✓ Download grade card
 - ✓ Apply for exams and fee payment
 - ✓ Learning-Receive reading materials, lesson plans, assignments, and grades.
 - ✓ Provide feedback to the faculty
 - ✓ Timetable
 - ✓ Events
 - ✓ Syllabus
 - ✓ Gallery
 - ✓ College Website
- Coordinating with the developer for the College App Updatations
- Maintenance of website, Display of all events
- Information on the website was updated on a weekly basis.
- Supporting all events of the college online and offline
- Maintenance of ICT tools and software
- Inhouse web application developed and hosted by ICT to act as a Central repository for all Criteria and AQAR related information
- G Suite for education was deployed across campus and official domain based emails assigned to all students and faculty (name@stannscollegehyd.com). These id's are used by faculty for official purposes. Student id's are used for conduction of online exams and maintaining section wise google classrooms for official purposes.
- The institution has a Local Chapter for management of NPTEL registrations and is headed by Dr. Sarala, Head , Dept of Physics and Electronics. Orientation sessions were organized for students of various streams on available MOOC's and assistance is provided through the ICT center to register for courses and examinations.



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8. Harnessing social media

To further aid in dissemination of information, multiple social media channels are being effectively utilised.


- LinkedIn and Twitter are being used to connect with alumni and current students and faculty
- Information and reports about IIC (Institution Innovation Council) Activities, convocation, seminars, conferences, fdps, student activities etc are being shared on regular basis through Facebook and Instagram, youtube channel, Twitter.

9. Infrastructure and IT support

- IT infrastructure is maintained by designated system administrator.
- Technology support for audio, video, projection and transmission was provided for academic and cultural events.
- Required software updated in the systems
- Internet upgraded to 1GB/1000Mbps
- 40 wifi access points were installed various places in the college to reach out to more number of users
- All wifi access points support 100+ concurrent users with 2G/5G bandwidth

10. E – Waste management -

- Eco club organizes e-waste collection drives and hands over the collected waste to Green Waves Environmental Solutions. The process of collection, segregation and disposal are coordinated the convener of the Eco club Ms. M. Sylaja
- E- waste collection drives were organized twice in the year, September 2022 and February 2023 to collect and dispose of electronic waste in a responsible fashion. The institution has tied up with Croma electronics for safe and environment friendly disposal of e-waste.


Principal
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