



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

Annual E-governance Report:

AITAM College has implemented e-governance for sharing information and to manage human resource efficiently with transparency through participation and accountability from all stakeholders.

The Enterprise Resource Planning (ERP) of the college is categorized as two major areas like e-administration and e-services. E-administration uses ICT for information process and decision making by the Governing body, head of the institution, IQAC and different committees formed to decentralize the administration. E-service provides various service facilities. Most of the staff and students use smart phones to utilize the benefits of modern day technologies available in the field of higher education. AITAM teaching staff of CSE Department developed website for implementing e-governance in various domains of college administration. Students' attendance management, students' database, examination and continuous assessment record were made by automation process.

Vendor is selected to provide necessary support for maintaining college website. Academic Section in association with Department of Computer Science has built a dedicated portal for online registrations such as <http://172.16.0.203/>. Students have to register themselves by providing their details in this portal. Teachers are able to upload lectures, assignments on the same portal online. Time to time maintenance is carried out by faculty members of Computer Science Department. A dedicated WhatsApp Group has been created at institution level and also in each academic department for sharing orders, information, direction and discussion on a common platform. The necessary budgetary allotments for implementation of various government schemes and digital awareness are provided by the college and proper utilization is ensured with utmost transparency within time limits



Application of e-governance in different fields are given below

1. ADMINISTRATION:

Teacher and student portals fully automated. College Website with sub domain to all departments and each of the faculty members. All notifications are published in college website.

2. FINANCE AND ACCOUNT:

Finance section is fully automated. Students examination fee, Hostel Fee and Other fees are collected in online by generating challans and deposit the money in the bank. College account is also automated.

3. STUDENT ADMISSION AND SUPPORT:

Admission process is fully automated from submission of forms to payment of fees. Fees are collected online E-brochure made available online for free of cost. Admission register is generated.

4. EXAMINATION:

All exam registration made online. Selection of subjects in Extra Academic Activities (EAA) registration is done through online process. Results are uploaded into portal. Registration and admit card issuing are fully automated. Internal assessments are made automated. A dedicated portal <http://172.160.203/> serves the results, notifications, and examination forms. It acts as an interface between the Examination Cell of College, Faculty and Students to enhance Transparency, Accountability, Reliability and Efficiency in the whole internal evaluation process. The external examination question paper is generated from question bank 10 minutes before to start of the examination. Tabulation work and results processing is automated as per the prevailing norms of the institution.




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