Annual e-Governance Report

The Institute has implemented e-governance in the areas of Administration, Finance & Account, Student admission & support, and Examination.

Academic Year 2022-23

Planning and Development: To use ICT in the process of planning college events and activities, the institute uses personal emails. Important notices and reports are also circulated via e-mails.

E-governance is the integration of Information and Communication Technology in all the working processes of the system. It aims to minimize the manual efforts and improve communication, create a transparent system, and to be cost and time-effective. To facilitate the same college is using software with Student, Examination, Finance & Account, Employee, and Library Modules.

Administration:
To achieve the target of Paperless IQAC, committee members of it started using Google facilities like
Google sheet:- For data collection from Various Departments.
Google Docs:- To prepare notices and activity reports.
Google Forms:- To prepare Feedback forms and get Online feedback from Students and parents.
Google Drives:- To keep all department-wise proofs.

The college campus is equipped with CCTV Cameras installed at various places of need. ICT has been introduced in Administrative work.

Student Admission and Support:
Student admission for the year 2022-2023 is partially implemented online.
As the admission process is semi-online, admission forms are also provided. Students submit printouts and required documents at respective counters.
The SOUL software is used for student support for book issues in the library.

Examination:
To achieve Paperless communication between Exam and other departments, the Examination section uses software:
- To generate seat Numbers, Hall-Ticket, MID examination results,
- To generate class class-wise roll call list for all classes, and student fees Records. Print the exam seat number-wise List.
- Seating Arrangement for the University Exam

Annual E-Governance Report

The Institute has implemented e-governance in the areas of Administration, Finance & Account, Student admission & support, and Examination.

Academic Year 2021-22

- The Institute has implemented e-governance to streamline the record-keeping of new admissions and maintenance of student profiles.

- Streamlined processes for leave applications, approvals, and tracking.

- Digitized documentation for employee records, facilitating easy access and management.

- Implemented online systems for communication between departments, reducing reliance on physical paperwork.

- Streamlined payroll processing, reducing errors and processing time.

- There is an expense reporting and reimbursement system for staff.

- Established a digital platform for student support services, including counseling and academic advising.

- Implemented online registration for courses, allowing students to easily select and enroll in classes.

- Digitized exam scheduling and registration processes for students.

Annual E-Governance Report

The Institute has implemented e-governance in the areas of Administration, Finance & Account, Student admission & support, and Examination.

Academic Year 2020-21

- Facilitated virtual classes via Zoom and Google Meet to ensure uninterrupted education during the COVID-19 pandemic.
- Implemented SOUL system to automate library operations, enhancing accessibility to digital resources and streamlining library services.
- Utilized Zoom and Google Meet for organizing diverse events and sessions, including seminars and workshops.
- Encouraged faculty members to maintain updated profiles on the ERP software, fostering collaboration and facilitating administrative processes.

S.P.B. PATEL ENGINEERING COLLEGE
SAFFRONY INSTITUTE OF TECHNOLOGY CAMPUS

The Institute has implemented e-governance in the areas of Administration, Finance & Account, Student admission & support, and Examination.

Academic Year 2019-20

S.P.B. Patel Engineering College has implemented e-governance for sharing information and managing human resources efficiently with transparency through participation and accountability from all stakeholders. The Enterprise Resource Planning (ERP) of the college is categorized into two major areas 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 smartphones to utilize the benefits of modern-day technologies available in the field of higher education. The teaching staff of the CSE Department developed a website for implementing e-governance in various domains of college administration. Students' attendance management, students' database, examination, and continuous assessment records were made by automation process.

Teachers can upload lectures and assignments on Google Classroom. Time-to-time maintenance is carried out by faculty members of the Computer Engineering Department. A WhatsApp group has been created at the Institute committee-wide to share 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.

1. Administration:

The college has implemented e-governance in its administrative processes. This includes highly streamlined teacher and student portals, with each department. All official notifications are distributed for transparency and accessibility through various digital channels available to stakeholders.

2. Finance and Accounting:

The finance department operates with digital systems. Various fees such as College fees, hostel fees, Bus fees, and other charges are collected online, with payments processed securely through online & offline banking. Additionally, the college's financial transactions are effectively managed through these digital systems.

3. Student Admission and Support:

The admission process is streamlined, from form submission to fee payment. Fees are collected online through a secure platform linked via Billdesk, ensuring convenience for students. Furthermore, the college offers e-brochures online free of cost, facilitating easy access to information for prospective students.

4. Examination:

The college utilizes the examination portal hosted by the affiliating university, Gujarat Technological University, eliminating additional expenses. The institution maintains a policy document for e-governance and annual reports, ensuring adherence to established guidelines.

Conclusion:

S.P.B. Patel Engineering College exemplifies e-governance excellence through streamlined administration, facilitating transparency and efficiency. From automated finance and admission processes to online lecture delivery and WhatsApp communication, the institution prioritizes digital integration, ensuring effective utilization of resources and enhancing the academic experience.

Annual E-Governance Report

The Institute has implemented e-governance in the areas of Administration, Finance & Account, Student admission & support, and Examination.

Academic Year 2018-19

Enhanced Student Record Management:
Leveraging e-governance, the college ensures organized and accurate maintenance of student records, facilitating easy access for administrative purposes.

Simplified Leave Management:

Efficient Employee Record Digitization:
College digitized employee records, enhancing access and management efficiency while minimizing errors associated with manual record-keeping.

Optimized Payroll Processing
Payroll processing is streamlined through digital systems, ensuring accuracy and promptness in salary disbursement.

Transparent Expense Reporting System:
A transparent and efficient expense reporting system has been introduced for staff, enhancing financial management practices within the college.

Digitized Exam Processes:
Exam scheduling and registration have been digitized, lightening administrative workload and enhancing efficiency in managing examination-related tasks within the college.