

Rayat Shikshan Sanstha's
Swami Sahajanand Bharati College of Education, Shrirampur



E-Governance Report

E-Governance is the use of information and communication technologies (ICT) in organizations to provide user services, improve work efficiency, and promote democratic values. It serves as a platform for efficient, transparent, and timely delivery of services to all stakeholders. The essence of e-governance lies in bringing transparency and efficiency to the working of an organization, driven by the ever-increasing aspirations of the information age. Speedy and cheaper communication, convenience, transparency, accountability, improved customer services, and increased access to information are some of the basic parameters on which the concept of e-governance relies and finds its foundation.

Swami Sahajanand Bharati College of Education is making efforts to keep pace with the recent applications of e-governance in various functions performed digitally through the internet. The necessary infrastructure is provided partly by the state government and partly by the mother institute, Rayat Shikshan Sanstha, Satara, UGC New Delhi, and Savitribai Phule Pune University, Pune. Most of the teaching staff, as well as non-teaching staff and student-teachers, use smartphones to leverage the benefits of modern-day technologies available in the field of higher education, specifically in Teacher Education. Regular digital literacy programs are conducted for student-teachers and faculty. The college has a well-equipped ICT laboratory established to monitor and regulate the smooth functioning of computer systems. Our college keeps the online MIS and other data formats up-to-date.

1. Planning and Development:

Official communications regarding planning and development are carried out online through e-mails, fax, and messages. Proposals for infrastructural development, seminars & workshops, various grants, and scholarships are prepared and submitted online through a participative management system to concerned organizations, including the state government, and sanctions are obtained through the same mode. Necessary budget allocations for various schemes, including research projects, are also realized digitally through net banking and other online modes. Data and information are transferred between the College and the higher education department. The following main organizational assignments are carried out online:

- Communication through e-mails to government and other agencies
- Proactive disclosure of incessant information on its web-page
- Large-scale computerization
- Conduction of computer awareness programs for faculty and student-teachers
- Management of the e-library, and
- Endless such functions as components of the e-governance scheme.

In addition to maintaining up-to-date online data formats and keeping the hardware and software inventory of the college updated, various WhatsApp Groups have been created at the college level for each academic session to share orders, information, directions, and facilitate discussions on a common platform."

2. Administration

The College administration has stepped ahead in the direction of paperless administration and almost all communications with higher authorities are realized online through e-mails and other digital formats. The ICT based significant institutional tasks carried out online as part of the e-governance program can be outlined as-

- Supervision of various scholarship schemes,
- Maintenance & disclosure of comprehensive information on its web-page,
- Development of ICT based infrastructure in the College,
- Wi-Fi campus and biometric attendance system,

- Fully computerized office and academic cells
- Conduction of seminars/workshops/trainings on digital literacy,
- Organization of computer awareness programs,
- Management of e-resources in library,
- Availability & monitoring of LAN internet connection,
- Issuance of salary/GPF/ DCPS e-slips,
- Disbursement of GPF /DCPS part-final/advance payments,
- Salary payment to employees through net-banking,
- Management of College web-site (www.ssbcollege.com)
- Cashless transactions & payments, and

3. Finance and Accounts

As a fundamental aspect of the e-governance concept and in compliance with government instructions, all financial transactions have become cashless. Employee salaries, including examination remunerations, are paid online through NEFT/RTGS and occasionally by cheques. Moreover, all scholarship payments and purchasing transactions are strictly cashless to ensure transparency and financial accountability in the system. Here are some of the major assignments being carried out digitally at the college level:

- Online payment of examination and admission fees
- Pay bill preparation and management of various scholarship schemes
- All kinds of payments, including staff salaries
- Disbursement of salary slips and accounting of GPF, DCPS
- Timely disclosure of budgetary/financial data on its web-page
- Conduction of computer awareness programs for office staff
- Management of College accounts and various other functions as required. All accounts are being maintained in nationalized banks with proper ledger maintenance at the college level.

4. Students' Admission and Support:

Entry-level admission to the B.Ed. course is conducted through an online process managed and regulated by MAHA-CET Cell, Government of Maharashtra, and the higher education department via their web portals. The following digital functions are realized online through the internet with the support of ICT-based infrastructure available in the College:

- Disclosure of admission rules/schedule on the web-page
- Verification of documents, payment of fees, and other admission formalities
- Preparation and publication of admission rolls and related statistics
- Management of different scholarship schemes for students
- Disclosure of student-centric information/data/materials on the web-site
- Wi-Fi campus and availability of internet/e-resources in the library and campus
- Running of computer-based programs/courses
- ICT-based teaching in smart classrooms

5. Online Teaching-Learning:

All faculty members are using various means of ICT along with webcams and necessary equipment to develop material for effective online teaching-learning processes. They have created various video lectures on the syllabus and YouTube channels for student-teachers. Online teaching is employed whenever necessary, and WhatsApp groups facilitate day-to-day teaching-learning with the help of social media and modern technology.

6. Examination System:

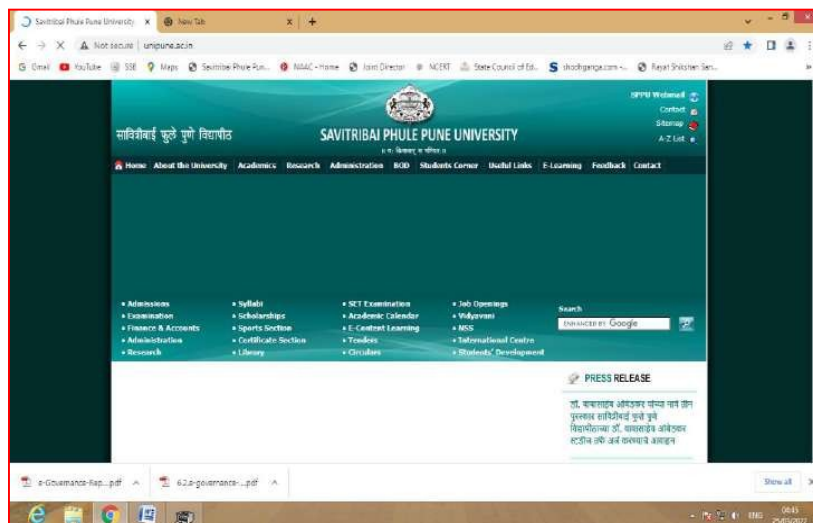
Our college examination cell is fully computerized and conducts online exams and related activities. The digital features of the exam system include:

- Online registration, fee payment, and issuance of admit cards.
- Circulation of University exam-related circulars, timetables, submission of CCE marks and other data.
- Declaration of results on the college web-site.
- Preparation of internal evaluation mark-sheet.

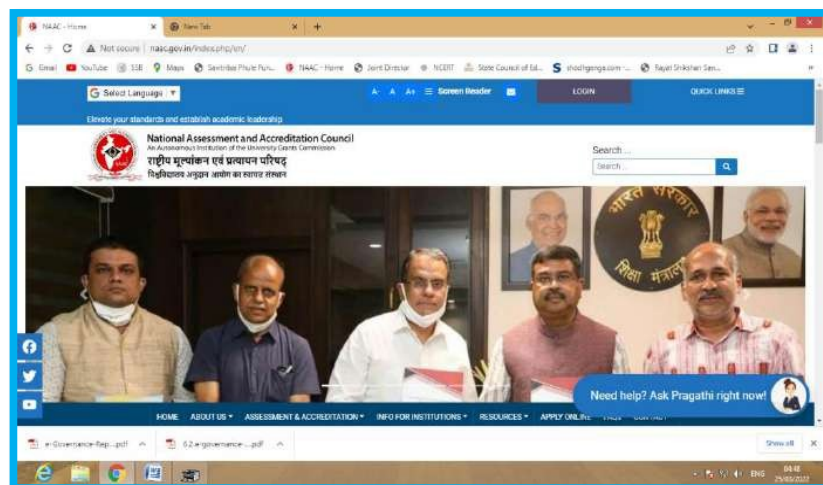
College website: www.ssbcollege.com



Savitribai Phule Pune University: www.unipune.ac.in



NAAC: www.naac.gov.in



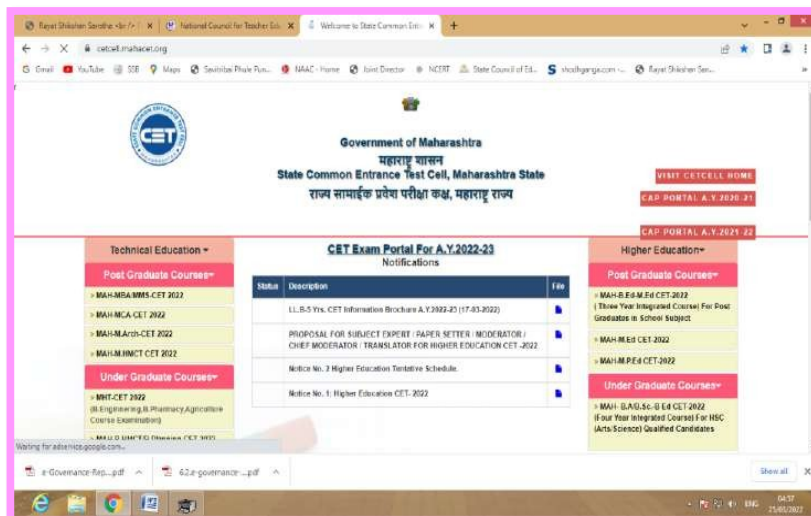
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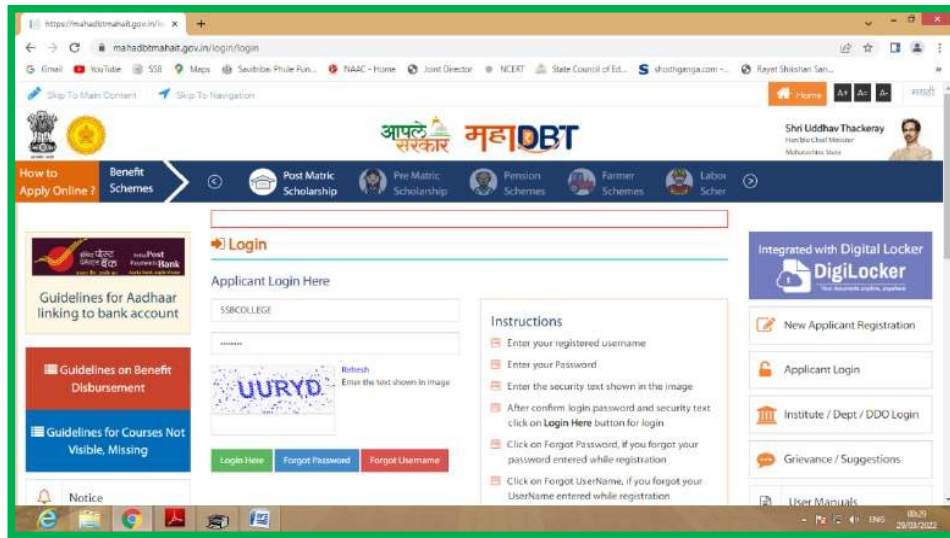
Rayat Shikshan Sanstha, Satara www.rayatshikshan.edu



MAHA-CET CELL <https://cetcell.mahacet.org>



SCHOLARSHIP <https://mahadbtmahait.gov.in/login/login>



NCTE: <https://ncte.gov.in/Website/Hindi/Index.aspx>



UGC: <https://www.ugc.ac.in/>




<https://rayatsevakbank.co.in/home>



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