Ref.No.:   Date :

Annual Report on e-Governance for the year 2020-21

Introduction:

E - Governance has been a boon to the college this year during the unprecedented lockdown brought about by the Covid-19 pandemic. Almost all the essential services have been provided to the students online through the use of technology which would otherwise have been impossible in the traditional system.

Infrastructural support to bring this about was provided by the college with internet facilities and adequate computer terminals especially in the college office. The college website provided immense support throughout the year, and especially during the admission of students in the first semester and the online examinations conducted during the session.

The various areas where e- governance has been tremendously effective are detailed below:

E-Governance in Administration:
- Academic calendars, time tables for online classes, courses of study, POs and COs, admission and examination notices and all other essential information has been shared with the students through the college website.
- Classes have been held online for the better part of the year following proper time tables.
- Study materials, instructions and e-books have been provided to the students over Whatsapp, e-mail, during this period.
- Meetings of various subcommittees and cells were held online to continue with the regular functioning of the institution.
- Webinars, cultural events and competitions have been held online throughout the year.
- Students have been regularly counselled online during this period, to keep them motivated and address their anxiety and depression during the period.

E - Governance in Finance and Accounts:
- All student related data have been handled digitally during the year.
- Staff salary has been processed through government IFMS and HRMS portals, and credited directly to their bank accounts.
- Recruitment of teachers of SACT category and their salaries have been processed online through government portals.

- Purchase and utilisation of grants received from RUSA have been processed through e-tendering and PFMS.

E - Governance in Student Support and Admission:
- Admission of Students has been completely online with the admission portal, the college website, dedicated messaging service (SMS) and designated banks for financial transactions.
- Student scholarships have all been processed through dedicated portals of the Government of West Bengal.
- Learning resources as soft copies of books, instructions and e-books have been stored in the computers in the college library, and also shared through e-mail, Google Classroom and Whatsapp with the students.
- Essential information of all statutory committees and cells that are related to the students are available in the college website. These include the Grievance Redressal Cell, Anti-Ragging Cell, among others.

E - Governance in Students Examinations:
- The University semester- end examinations have been conducted online using the University examination portal, the college website and e-mails. They have been evaluated and marks and results also processed online with the help of the University Examination Portal.
- Notices and schedules of the examinations, both theoretical and practical, have been served in the college website and shared with students through Whatsapp and email.
- Examinations have been conducted online and evaluation and publication of results also completed online in the session.

Conclusion:

E-Governance has become indispensable for the functioning of the college this year. While the normal academics and activities have not taken place in person in the college campus, they have remained relevant for the students and all stakeholders, thanks to the technology to support e-governance in most of the essentials functions of the college. Admissions and examinations, student support, staff salaries and other benefits have all been catered to with e-governance. Looking forward, it is always desirable that the infrastructure for the same be maintained and improved over the future, to optimise the benefits of the system.

Principal
Principal
Netaji Nagar College for Women
Regent Estate, Kol - 92

IQAC Coordinator
Co-ordinator, IQAC
Netaji Nagar College for Women