



ST. JOSEPH'S COLLEGE (AUTONOMOUS), IRINJALAKUDA

**NAAC ACCREDITED 'A' GRADE IN THIRD CYCLE
COLLEGE WITH POTENTIAL FOR EXCELLENCE**

E-GOVERNANCE ANNUAL REPORT

2017-2018

E-governance is understood as the use of Information and Communication Technology (ICT) in the working of an institution. Being an educational institution that values progress and innovations, St. Joseph's College has always been ardent in incorporating technological advancements for the betterment of its services. Every year, the college indulges in brainstorming and identifying the potential areas of improvement in the institution through the opinions of the well-wishers, field experts and stakeholders. Suitable and feasible changes are approved and implemented without compensating on the standards of the services offered by the institution. Over the years, the institution has invested good efforts at bringing the best of e-governance in the fields of operation with the hopes of increasing efficiency and transparency at all levels. St. Joseph's College (Autonomous), Irinjalakuda proudly shares a history of constantly walking pace to pace with the advancements of time and believes that hard work is good but smart work is more essential to conquer the desired goals in an effective manner. Obtaining the autonomy status during the previous year of 2016 was a huge milestone in the growth of the institution and hence, this academic year of 2017 was a year that was looked up and dedicated to the upgradation and maintenance of the e-governance procedures followed in the institution. Understanding the need for shifting towards a digitalised era that supported and instilled transparent and efficient working environment was a highly demanded virtue in the newly reborn institution. Thus, it was optimistic to witness technological innovations making significant contributions in the academic and non-academic spheres of the institution.

In the administrative field, the college provided good computing facilities for its faculty, staff and students to ensure maximum productivity at all levels. With its 234-computer system and an equal number of allied accessories, internet connectivity and a stand-alone kind of computer centre, the institution has ensured a complete check on its technological aspirations. The whole college campus is Wi-Fi enabled with good internet connectivity speed. The management was adamant that the technological resources of the college must be upgraded to keep pace with the fast-growing techniques in various fields of advanced education. With this end in view, the administrative machinery of the college had been automated by the end of the academic year. The library of the college is fully computer enabled. Educational contents are made available in neatly and safely stored CD's. The CD store of the library is strictly monitored and regularly revised to be updated with the latest educational content CD's. The college can also boast of a wide variety of the state-of-the-art audio-visual teaching aids such as Overhead Projectors, Liquid Crystal Display units, Educational Compact Discs and cassettes in addition to a good number of computers, smart classrooms and seminar halls. The college also recognises the need to sensitise the college community in utilizing these resources and hence regular awareness session and orientation classes were provided to the faculty, staff and students for maximum exploitation of the ICT resources available in the college. This year the examination methods were being tested for its efficiency in integrating safe electronic procedures for result publications. The examination related activities and online registration of semester examination were taken care of partly by manual methods and partly by computerised

process- AMS. The end semester results of the students are published and updated in the college website without fail and also made available in the student's portal. The college has also engaged in the publication of online research e-journal VISTAS with the coordination of GRACE. This has indeed opened a novel approach for collaborating technology with advanced studies for the students. The library INFLIBNET (N-LIST) facilities were updated and houses nearly 605 e-books and 1000 e-journals that expand the horizons of e-learning for the aspirants. The library has additionally invested in upgrading its OPAC (On-line public access system) and the federated searching tool GREENSTONE used to search articles. The student entry to the college library is also regulated by the sensor identified e-card issued to every student. Advanced computer aided search engines enable the students to skim and scan through the list of available reading materials available in the library. The financial sphere of the institution employs SPARK for managing the fund transactions of the employers. SPARK has the provision to trace service history, track records/bills/reports/orders etc. This system allots Permanent Employee Number (PEN) on registering the Service Book of the employee. Thereafter PEN will be the important code to identify the employee in the SPARK database. It will also record the details of loans, advances and other subscriptions like LIC, SLI, GIS, FBS etc. The student support and admission procedures correspondence all takes place via e-mails. The admission procedure for a course program is facilitated through the college official website where the students/guardians can download the prospectus of the college and have the facility for online registrations. Fund transfer through net banking is promoted for the ease and convenience of the applicants. The list of the selected candidates is duly published in the college website apart from the college notice boards.

The college has been optimistic in incorporating and taking the initial steps in e-governance at all working spheres of the institution. It is expected that along with integrating e-governance in the institution, it will be inspiring for the students to walk in pace with the technological advancements of the time thereby fulfilling our promise of delivering competent women capable of excelling in the globalised e-world.



Rully PB
PRINCIPAL
ST. JOSEPH'S COLLEGE
(AUTONOMOUS)
IRINJALAKUDA - 680 121
THRISSUR DIST., KERALA