


**SACRED HEART COLLEGE
(AUTONOMOUS)
THEVARA, KOCHI -682013
KERALA**



Annual E-Governance Report

2016-2017




Dr. Jose John
Principal in Charge
Sacred Heart College (Autonomous)
Thevara, Kochi-682 013

INTRODUCTION

Sacred Heart College, Thevara, has introduced the e-governance to enhance good governance through transparency, participation and accountability from the stakeholders. The Enterprise Resource Planning (ERP) of the College, Thevara, provides various privileges to its stakeholders. Two major fields under e-governance are e-administration and e-services. E-administration uses the ICT for information process and decision making by the administrators. E-services provides various service facilities.

Sacred Heart College was granted autonomous status by UGC, New Delhi in the academic year 2014-2015. This gave impetus to the implementation of complete e-governance program in different areas. The academic year 2014-2015 saw a great leap in this direction. A company called **Knowledge Pro** was selected for implementing e-governance in all domains of college administration. In the academic year 2015-2016, advancements were made by automation using the **Knowledge Pro** software in the key domains of student attendance management, continuous assessment records and examination management.

A major shift in the e-governance policy was made in 2016-2017. After the review of the progress made at the annual planning session, it was decided that the agreement with Knowledge Pro in system automation may be continued; however, it was also decided that other alternatives for self-reliance in this domain has to be sought. Accordingly, IQAC was entrusted with task of exploring the possibilities of independent automation software.

On the insistence of the university, the entire system of tabulation and mark list generation had to be revised and fine-tuned to suit the university system as such, resulting in much delay and duplication of work.

Major developments in administration, student admission & support, promotion and examination are given below.

ADMINISTRATION

- All official announcements through website
- Choice based credit system incorporated into the system



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STUDENT ADMISSION AND SUPPORT

- All admission related matters became on-line and announcements were made through website.
- PROMOTION OF STUDENTS to the subsequent semester was done ON-LINE

EXAMINATION

- Attendance portal with provisions for co-curricular activities.
- Flexibility in marking substitute and additional hours etc.
- Grace marks provision added to the software
- Tabulation report generated on-line.
- Marks card printing (semester wise and final).
- Provisional certificate was generated on-line and issued.

Fund Utilized for E-governance for the year 2016-2017

The details of fund utilized for various purposes are given in the following table.

Item	Grant	Amount Spent (in Rs.)
Examination Reforms	Autonomy	3,50,750.00
Library automation	CPE	2,26,100.00
Computers	CPE	53,590.00
Internet Connectivity	CPE	3,27,600.00
Softwares	CPE	1,74,750.00
Internet Services	CPE	1,36,878.00
Telephone & Internet	Management Account	6,50,800.00
Website Expense	Management Account	36,483.00
Administrative Software	Management Account	20,53,216.00
		40,10,167.00

A total of rupees **40.10 lakhs** was spent during the academic year 2016-2017.

The report is presented before the governing council for approval.


IQAC Co-ordinator




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