E-Governance Policy

The College has E governance Policy which helps in the streamlining and dissemination of information within and outside the institution. The College maintains automated system of Management Information System in following modules:

1. Exam Software
2. Accounts Software
3. Library software
4. Attendance Software

Exam Software: For automation of exam results The College is using exam software **"MICROSYS"** system in which individual student wise, class wise, subject wise consolidated & individual mark sheets are generated. Gracing, conversion of marks/CGPA points etc. by adopting this software is easily done. Also it helps in timely declaration of results and submission of information to University.

Accounts Software: Tally ERP 9 software is used for automation of accounts which helps in maintenance of income & expenditure record, financial planning, budgeting and monitoring of expenses. It is multiuser software so that simultaneously staff members can work on it.

Library software: For automation of library we are using software "e-Granthalay 3.0". It helps in maintaining title/ publication of text book/ reference book available in the library. Also the record of issue & return of books by students and staff are maintained. OPAC (online public access catalogue) helps the users to search books (title wise, subject wise, author wise and publication wise).

SINDHU EDUCATION SOCIETY'S

(S.E.S) SWAMI HANSMUNI MAHARAJ
DEGREE COLLEGE OF COMMERCE

Netaji Chowk, Opp. Dena Bank, Ulhasnagar-421 004, Dist. Thane (Maharashtra), Ph-0251-2527973

E-mail: shmdegreecollege@gmail.com   **Website:**
www.shmdegreecollege.in

Users can access and download journals and books for their research and reference work. Training sessions for use of digitized library and e-learning resources to be provided to staff and the students.

Attendance Software: Biometric attendance of staff is maintained on "ESSL" software which helps in updating of leave and attendance records of employees. For automation of student's attendance software, software was introduced in which subject wise; teacher wise student's attendance is maintained.

ERP plays a vital role in the management, administration and operation of the institution. The college has LAN and Wi-Fi connections for easy access. New computers installed the academic year in major departments like IQAC, Principals office, Administrative Office, Library, laboratories, Examination Section for smooth functioning. These are operational on daily basis. Maintenance and Up gradation is a regular part of the system.

- The college is connected to DU MKCL portal at Mumbai University for first year admissions, Transfer Certificate, Bonafide Certificate & Eligibility Status report of students. Examinations details such as lower examination report and generation of hall tickets in third year.

- The College also provides facilities of centralized online assessment system of third year papers of Mumbai University examinations.

- Departmental SOP's and formats are prepared & followed which helps in maintaining the data and smooth conduct of all activities.

- College strives for digitization & cashless system for Collection of fees through Cheque NEFT, Online Mobile Banking and generating fee receipts

- Monitoring and Generating different types of report related to the students like scholarship, fees installments from Trust & other bodies.

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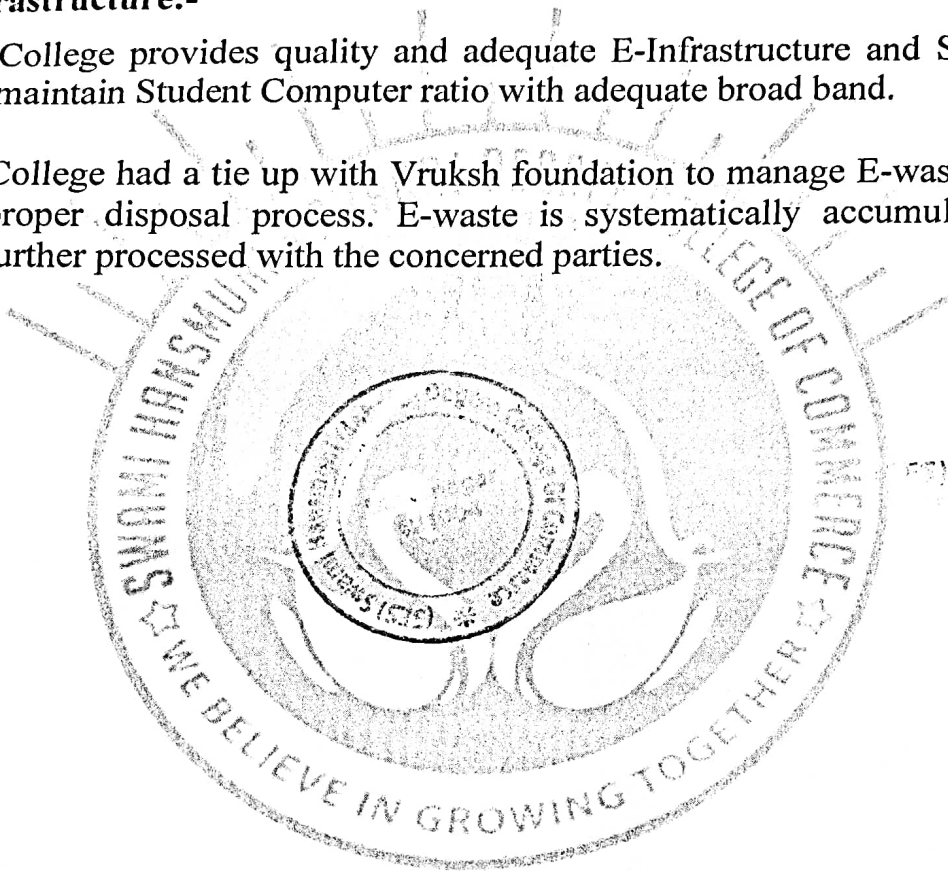Netaji Chowk, Opp. Dena Bank, Ulhasnagar-421 004, Dist. Thane (Maharashtra), Ph-0251-2527973

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- College has dynamic website which disseminates updated information of the institute & activities from time to time. Technical team (website maintenance committee) headed by system administrator is to be appointed to handle the technical issues related to digital online operations of the college.

E- Infrastructure:-

- College provides quality and adequate E-Infrastructure and Servers to maintain Student Computer ratio with adequate broad band.

- College had a tie up with Vruksh foundation to manage E-waste and its proper disposal process. E-waste is systematically accumulated and further processed with the concerned parties.

Principal
(S.E.S) Swami Hansmuni Maharaj
Degree College of Commerce
Ulhasnagar-421 004.