



Dr. Santosh Kaul Kak
Principal

Marwadi Sammelan

B. M. RUIA GIRLS' COLLEGE

NAAC ACCREDITED B+ (3rd Cycle)

11, Krishna Kunj, Vachha Gandhi Road, Gamdevi, Mumbai - 400 007.

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Ref. No. :

Date :

ANNUAL E-GOVERNANCE REPORT

Academic Year 2019-20

E-governance matters are reviewed and approved during Management Meeting

During the academic year 2019-20, B. M. Ruia Girls' College implemented E-Governance systems to streamline administrative and academic operations. Key achievements include:

1. **AISHE Data Submission:** The college successfully submitted data to the All India Survey on Higher Education (AISHE), ensuring compliance and contributing to national education statistics.
2. **Admissions and MIS Data:** Admission processes were digitized using the university's online portal, and Management Information System (MIS) data was maintained for efficient tracking of student records and institutional operations.
3. **University Examination Management:** The college utilized the university's online system for examination-related activities, including hall-ticket generation and transcript issuance, ensuring accuracy and timely delivery of services.
4. **Financial Operations:** Fee collection was conducted through digital systems, supported by Tally software for comprehensive financial management, including budgeting and expenditure tracking.
5. **Enhanced Efficiency:** Automated processes for student enrollment, fee payments, and academic record generation reduced manual workload and improved operational transparency.

These initiatives reflect the college's commitment to integrating technology into its governance framework, promoting efficiency, accountability, and better service delivery to stakeholders.

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ANNUAL E-GOVERNANCE REPORT

Academic Year 2020-21

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In the academic year 2020-21, B. M. Ruia Girls' College leveraged technology extensively to ensure seamless governance and academic continuity amidst challenging circumstances. Key initiatives included:

1. **Online Teaching Platforms:** Platforms such as Google Meet, Microsoft Teams, and Zoom were utilized for virtual classes, enabling uninterrupted teaching-learning processes.
2. **ICT Tools for Evaluation:** Interactive tools were used for conducting assessments, including multiple-choice questions (MCQs), online quizzes, and other digital evaluation methods.
3. **Google Classroom:** This platform was adopted for sharing study materials, managing projects, and conducting evaluations, ensuring a cohesive academic environment.
4. **Digital Finance Management:** Tally software streamlined financial operations, including fee collection and expenditure tracking, promoting transparency and efficiency.
5. **University Online Portal:** Admissions and examinations were conducted via the university's online portal, ensuring smooth academic administration.
6. **Library E-Resources:** The college library provided access to a range of online resources, supporting students and faculty in their academic pursuits.

These efforts emphasize the college's dedication to adopting innovative e-governance solutions, ensuring efficiency, accountability, and adaptability in its operations.

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ANNUAL E-GOVERNANCE REPORT

Academic Year 2021-22

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During the academic year 2021-22, B. M. Ruia Girls' College further enhanced its E-Governance practices, integrating advanced digital tools and platforms to improve administrative and academic efficiency. Key highlights include:

1. **Blended Learning Platforms:** Online teaching tools such as Google Meet, Microsoft Teams, and Zoom were extensively used for hybrid learning, combining virtual and physical classroom experiences.
2. **Google Classroom for Academic Management:** Study materials, assignments, and projects were distributed and managed via Google Classroom, facilitating continuous student engagement and efficient evaluation processes.
3. **Interactive ICT Tools:** Digital tools for quizzes, MCQ evaluations, and other interactive teaching-learning methods were employed, promoting active student participation.
4. **Biometric Attendance:** Biometric systems monitor staff attendance, ensuring accuracy and accountability.
5. **Financial Operations:** The use of Tally software ensured accurate financial management, covering fee collection, budgeting, and other expenditures. All transactions were streamlined and supported by digital systems.
6. **Admissions and Examinations:** The university's online portal was utilized for the smooth execution of admissions, examinations, and academic records management.
7. **Library Services:** The library's e-resources continued to support academic research and study, with improved accessibility for both students and faculty.
8. **College Website:** The college website functioned as a central platform for communication, providing updated information on admissions, events, and academic activities while ensuring transparency and accessibility.
9. **Online Events and Webinars:** Google Workspace for Education enabled the hosting of various webinars, guest lectures, and workshops at institutional and national levels, ensuring knowledge sharing despite geographical constraints.

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Maharshi Karve Best College Award 2022-23

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ANNUAL E-GOVERNANCE REPORT

Academic Year 2022-2023

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B. M. Ruia Girls' College enhanced the digital processes across various domains during the academic year 2022-23 by promoting efficiency in E-Governance in the following:

1. **Streamlined Admissions and Examinations:** The college efficiently managed admissions and examinations via the university's online portal, ensuring smooth and hassle-free processes for students.
2. **Digitized Library Services:** The library's operations were fully automated through the Integrated Library Management System (ILMS), providing seamless access to a rich repository of digital resources and e-books.
3. **Enhanced Online Presence:** The college website served as a central hub for admissions, communication, and teaching-learning updates. It also facilitated feedback collection, ensuring continuous improvement.
4. **Accurate Attendance Monitoring:** Biometric systems ensured precision and accountability in tracking staff attendance, promoting a disciplined work culture.
5. **Modernized Financial Management:** With Tally software, the finance office efficiently managed accounts. Fee collection was conducted through cashless transactions. Payments to external contributors like judges, experts, and resource persons were processed via secure NEFT transfers.
6. **Empowered Learning and Events:** Google Workspace for Education supported a wide range of activities, including webinars, online conferences, workshops, and guest lectures, many of which were conducted at the national level.

These initiatives reflect the college's proactive approach to integrating technology into governance, creating a transparent, efficient, and student-centered academic environment.

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Academic Year 2023-2024

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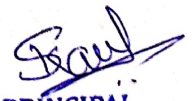
B. M. Ruia Girls' College has implemented E-Governance systems to streamline operations and improve efficiency across various domains.

1. **University Portal Integration:** Admissions and examinations are conducted seamlessly through the university's online portal.
2. **Library Automation:** The library is fully automated with digital resources and managed using the Integrated Library Management System (ILMS), ensuring efficient access to e-resources. Barcode automation is integrated into the library OPAC system to streamline access and enhance efficiency.
3. **College Website:** The official website serves as a dynamic platform for communication, admissions, feedback, and teaching-learning updates.
4. **Biometric Attendance:** Biometric systems are used for staff attendance, ensuring accuracy and accountability.
5. **Financial Systems:** The college uses Tally software for financial management and accounts. Fee collection is digital, supporting cashless transactions. Online NEFT transfers are made for payments to guests, resource persons, judges, and experts.
6. **Google Workspace for Education:** This platform is utilized for conducting webinars, online conferences, workshops, guest lectures, and other national-level events. Google Classroom is integrated in teaching, learning and evaluation.
7. **Smart Classroom and ICT:** ICT Tools, Multimedia Projectors and Smart Classroom are used for teaching and other programmes.
8. **Computer and Internet facility:** Computers and Free internet facility is provided to Students and Staff.
9. **Financial Provisions:** The college has allocated funds for the regular upgradation and maintenance of its e-governance systems.

Through these initiatives, the college promotes transparency, efficiency, and sustainability in its governance processes.

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