



Shree Santkrupa College of Pharmacy, Ghogaon

Criterion 6

Governance, Leadership and Management

6.2

Strategy Development and Deployment

6.2.2

Institution implements e-governance in its operations

- 1. Administration**
- 2. Finance and Accounts**
- 3. Student Admission and Support**
- 4. Examination**



Shree Santkrupa Shikshan Sanstha's

SHREE SANTKRUPA COLLEGE OF PHARMACY

Ghogaon (Shivajinagar), Tal: Karad, Dist: Satara, (Maharashtra State) Pin-415111

Ph : (02164) 257374 | Email : principalsntk@rediffmail.com | Web : www.sscop.org

**6.2 Strategy Development and Deployment****6.2.2 Institution implements e-governance in its operations**

1. Administration
2. Finance and Account
3. Student Admission and Support
4. Examination

C. Annual e-governance report approved by the Governing Council / Board of Management/ Syndicate Policy document on e-governance**INDEX**

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**Policy on e-governance****INTRODUCTION:**

Academic institutions have benefited greatly from technology in the sphere of education, which keeps educational standards higher and streamlines governance structures. The ability to handle the demands and obstacles of the present circumstances is referred to as good governance. An institution's e-governance strategy helps to improve the governance framework of the organization through newer and advanced technologies. It helps to plan and enable any infrastructure needed for the deployment of cutting-edge applications and deployment of solutions for the flawless administration of the institution. Considering the importance of e-governance policy, **Shree Santkrupa College of Pharmacy** has designed an e-governance policy to integrate e-governance into different area of operations for better efficiency, transparency and accountability.

SCOPE:

This policy has scope in the following areas of operations

- ❖ **General Administration**
- ❖ **Finance and Accounts management**
- ❖ **Student Admission and Support**
- ❖ **Examination**
- ❖ **Library**

OBJECTIVES:

- To integrate e-governance into all aspects of the organization's operations to create a more simple and efficient system of governance within the institution.
- To improve productivity, transparency and accountability in all the areas of operations.
- To create ICT enabled classrooms, equipped with smartboards and projectors etc

- To automate, transfer, and analyse the data or information in the college administration for all the purposes of admissions, workload, timetable, internal assessment, examination, attendance, result etc.
- To automate the Library's Infrastructure.
- To reduce the manual tasks like record keeping, inventory, stock checking and filing with the use of digital technology. The voluminous data is handled efficiently and smoothly with paperless work within the institute.
- Make information easily accessible and to maintain the data on a secure environment

The college Implements e-governance in the following areas of operation


Administration: To provide hassle-free and convenient administration the administrative Office uses customized user-friendly Mastersoft ERP Software. Regular and sufficient training is given to the administrative staff to enable them stay up to date with new technologies. The accounts office uses Mastersoft ERP Software which offers advanced features to maintain financial records effectively and efficiently. Attendance Management Software to be used by Administrative Staff and Teaching Faculty to record and track Attendance. The college has a functional website that reflects the operations of the institute and provides the information about all events, updates, and other necessary information. The college has Email with institute affiliation for the overall administration work.

Finance and Accounts: The College uses Mastersoft ERP Software for the ease of maintaining finance and accounts. The Mastersoft ERP Software is used to manage the funds received from the Government, Payroll Management System, helping in ease of salary calculation, generation of salary slips, dispersal of the same to various bank accounts. TDS, Provident Fund, Allowances are also managed through Mastersoft ERP Software

Student Admission and Support: The admissions process is conducted with an open and transparent strategy, which is reinforced by Admission Regulatory Authority. The complete admission database is stored in ERP Software which also generates Student's fees receipt, Bonafide Certificates etc. The college library uses "Library Management Software" to supply books and maintain student records in order to help students. .VM Edu-life is the software which provides completely maintain library and academic database for student as well as college administration. Also, DELNET, Biyani's Language Lab facilitates the student's growth. Zoom meeting and google meet were used for online lectures in pandemic period. Students and faculties are trained for using these software's.

Examination: The College is affiliated to Shivaji University, Kolhapur and all examination procedures are conducted in online mode on Shivaji University portal. Filling application forms, revaluation forms, obtaining hall tickets, uploading of internal examination marks is done on the portal by Exam in-charge under the supervision of Principal. Through Vmedulife software online Internal Exams of students are taken wherever necessary. Also, yearly result analysis of students is also calculated in Vmedulife software

Library: The College's well-stocked library helps to keep academic excellence. The College is going to keep adding e-learning materials to help both students and teachers. The college has "Library Management Software" to supply books and maintain student records. VM Edu-life is the software which provides completely maintain library database.


Principal
Dr. Ramling G. Patrakar
Shree Santkrupa College of Pharmacy
Ghogaon, Tal. Karad, Dist. Satara





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Ph : (02164) 257374 | Email : principalsntk@rediffmail.com | Web : www.sscop.org



Dr. Usha A. Johari
President

Mr. Prasun Johari
Secretary

Dr. V. R. Aralelimath
Principal

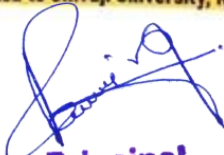
Annual e-governance report for Academic Year 2022-23

SSCOP has adopted e-governance in various areas of operations to accelerate the proper functioning of the institute in terms of communication technology, transparency, accountability, efficacy and reliability. The details implementation of e-Governance in different areas of operation and the link is provided: <https://www.sscop.org/pdf/6.2.2-A.pdf>
The implementation and annual maintenance of Software/Application listed below were continued for the good governance in the Academic Year 2022-23.

1. Mastersoft ERP Software
2. VMedulife software
3. Institute website
4. Biometric attendance system
5. CCTV Camera
6. Email with institute affiliation
7. Zoom meeting, Google meet, Whatsapp group, Google classroom
8. DELNET
9. Maha DBT Scholarship portal
10. Saglo Software for micro imaging
11. Ex -Pharma
12. Ex-Cology
13. Shivaji University Portal
14. Internet facility
15. Online transaction

Approved by AICTE, PCI, New Delhi, Reco. by Govt. of Maharashtra & Affiliated to Shivaji University, Kolhapur, MSBTE Mumbai




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Shree Santkrupa College of Pharmacy
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Ph : (02164) 257374 Email : principalsntk@rediffmail.com Web : www.sscop.org

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President

Mr. Prasun Johari
Secretary

Dr. V. R. Aralelimath
Principal

Annual e-governance report for Academic Year 2021-22

SSCOP has approved e-governance system in order to effectively handle various operations within the institute for the Academic Year 2021-22.

1. **Mastersoft ERP Software:** continued for management of accounting, finance and overall administration.
2. **VMedulife software:** continued for examination, academics and library.
3. **Institute website:** <https://www.sscop.org/>
4. **Biometric attendance system:** continued for management of staff attendance.
5. **CCTV Camera:** continued for safety and security purpose.
6. **Email with institute affiliation:** continued for communication and administrative work.
7. Zoom meeting, Google meet, Whatsapp group, Google classroom
8. **DELNET:** Continued for access of E resources.
9. **Maha DBT Scholarship portal:** The government of Maharashtra has established a portal to facilitate the application and distribution of scholarships for students belonging to the socio-economic category.
10. **Saglo Software:** for micro imaging
11. **Ex -Pharma:** For Pharmacology Experiments
12. **Ex-Cology:** For Pharmacology Experiments
13. **Shivaji University Portal:** For online examination form, student registration and marks filling.
14. **Internet facility:** provided for to the students and staff.
15. **Online transaction:** for day to day online banking transactions

Approved by AICTE, PCI, New Delhi, Reco. by Govt. of Maharashtra & Affiliated to Shivaji University, Kolhapur, MSBTE Mumbai



Principal
Dr. Ramling G. Patrakar
Shree Santkrupa College of Pharmacy
Ghogaon, Tal. Karad, Dist. Satara



DTE Code : PH6394

Reg.No.MH/4775/Satara.F-4746(Satara) Est:22/6/1996
SHREE SANTKRUPA SHIKSHAN SANSTHA'S

SHREE SANTKRUPA COLLEGE OF PHARMACY

Approved by AICTE, PCI New Delhi, DTE Mumbai & Affiliated to Shivaji University, Kolhapur

PRESIDENT
SHRI. SHASHIKANT K. PATIL

SECRETARY
MR. PRASUN JOHARI

Annual e-governance report for Academic Year 2020-21

SSCOP has approved e-governance system in order to effectively handle various operations within the institute for the Academic Year 2020-21.

1. **Mastersoft ERP Software:** continued for management of accounting, finance and overall administration.
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Ghogaon, Tal.-Karad, Dist.Satara Pin : 415 111 (Maharashtra), Ph: (02164) 257404/257374, Fax : 257404
Website:www.sscop.org Email:-principalsntk@rediffmail.com.



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Shree Santkrupa College of Pharmacy
Ghogaon, Tal. Karad, Dist. Satara



DTE Code : PH6394

Reg.No.MH/4775/Satara.F-4746(Satara) Est:22/6/1996

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PRESIDENT
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SECRETARY
MR. PRASUN JOHARI

Annual e-governance report for Academic Year 2019-20

SSCOP has approved e-governance system in order to effectively handle various operations within the institute for the Academic Year 2019-20.

1. **Mastersoft ERP Software:** continued for management of accounting, finance and overall administration.
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Ghogaon, Tal.-Karad, Dist.Satara Pin : 415 111 (Maharashtra), Ph: (02164) 257404/257374, Fax : 257404
Website:www.sscop.org Email:-principalentk@gmail.com



Principal

Dr. Ramling G. Patrakar
Shree Santkrupa College of Pharmacy
Ghogaon, Tal. Karad, Dist. Satara



PRESIDENT
SHRI. SHASHIKANT K. PATIL

Reg.No.MH/4775/Satara.F-4746(Satara) Est:22/6/1996

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DTE Code : PH6394

SECRETARY
MR. PRASUN JOHARI

Annual e-governance report for Academic Year 2018-19

SSCOP has approved e-governance system in order to effectively handle various operations within the institute for the Academic Year 2018-19.

1. **Mastersoft ERP Software:** continued for management of accounting, finance and overall administration.
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Website:www.sscop.org Email:-principalsntk@rediffmail.com Page 9 of 9


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