



**RAJAGIRI VISWAJYOTHI**  
COLLEGE OF ARTS AND APPLIED SCIENCES  
VENGOOR , PERUMBAVOOR KERALA- 683546

An ISO 9001 : 2015 Certified Institution

Affiliated to Mahatma Gandhi University, Kottayam | Approved by AICTE



## **CRITERION 6 - GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.2 Strategy Development and Deployment**

**2019-2024**

Submitted to



## **6.2.2 Implementation of E-Governance in the areas of operation**

**Annual E-Governance Report 2019-2020**

**Submitted to the Management**

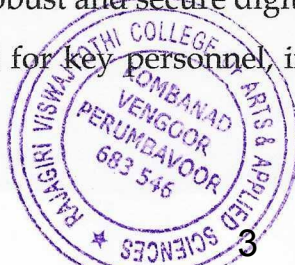
# Rajagiri Viswajyothi College of Arts and Applied Sciences

## E-Governance Report for the Academic Year 2019-20

In the academic year 2019-20, Rajagiri Viswajyothi College of Arts and Applied Sciences (RVCAS) undertook significant steps toward enhancing its administrative and academic processes through the adoption of e-governance tools. Key Modules Implemented:

1. Administration: Centralized management of administrative tasks, leading to improved coordination across departments.
2. Timetable Management for Faculty: Efficient scheduling and resource optimization.
3. Attendance Marking and Report Generation: Enhanced accuracy and accountability in attendance tracking for students and staff.
4. Faculty Evaluation/Faculty Feedback: Systematic collection and analysis of student feedback to ensure quality teaching and learning.
5. Examination Management: Streamlined processes for exam scheduling, conduct, and result publishing.
6. Assignment Management: Digital management of assignments from distribution to evaluation, improving transparency and tracking.
7. Publishing of Marks: Transparent and accessible online publishing of student grades.
8. Document Repository: Centralized storage and easy access to academic and administrative documents.
9. Communication and Alerts: Robust messaging platform with SMS and email notifications for timely communication.

The ERP system successfully integrated and maintained data for all students enrolled since 2015, providing a robust and secure digital record management solution. Access was effectively managed for key personnel, including the Principal, Administrative



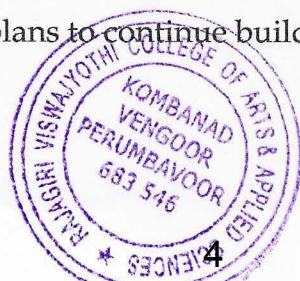
staff, and Teaching faculty, ensuring that all users could fully utilize the system's capabilities. To support the smooth implementation of the ERP system, a workshop titled "ERP Module Training in Association with Linways" was conducted. This training session was instrumental in familiarizing staff with the new system, covering the functionalities of various modules and equipping users with the necessary skills to operate the system effectively.

To complement the ERP system, the college also enhanced its internet infrastructure by upgrading to a 10 Mbps bandwidth to support increased digital traffic. The institution secured reliable connectivity through BSNL Broadband and NECTE Connection, ensuring stable and continuous access to online resources.

Additionally, the academic year 2019-20 saw the launch of the college's official website. This website was designed to serve as a central hub of information for students, parents, faculty, and the public. It provided easy access to important announcements, admission procedures, course details, and other essential resources. The website also featured a user-friendly interface and was integrated with the ERP system to ensure seamless access to digital services such as online fee payment, examination results, and academic records. The launch of the website represented a significant step forward in enhancing the digital presence of the college, ensuring that all stakeholders could easily access the information and services they needed.

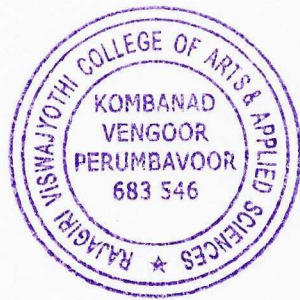
Despite the successes, the implementation of these e-governance tools was not without challenges. Some staff members initially resisted the transition to a new digital system, and there were technical issues related to internet connectivity, particularly during peak usage times. To address these challenges, the college organized comprehensive training workshops to build familiarity and comfort with the ERP system among users. Technical support teams were engaged to provide immediate assistance, and efforts were made to resolve connectivity issues by working closely with internet service providers.


Looking forward, RVCAS plans to continue building on the progress made in the



2019-20 academic year. Future plans include evaluating and upgrading the ERP system to add new features and modules, further enhancing internet bandwidth and coverage to support the growing demand for digital resources, and conducting regular workshops and training sessions to keep staff updated on system functionalities and enhancements. These steps will help ensure that the college remains at the forefront of digital innovation in education and administration.

The 2019-20 academic year was a pivotal year for Rajagiri Viswajyothi College of Arts and Applied Sciences in its journey toward digital transformation. Through the successful implementation of the Linways ERP system and improvements in internet infrastructure, the college has established a strong foundation for future e-governance initiatives. These efforts have positioned the institution to provide a more efficient, transparent, and data-driven approach to education and administration, ensuring continued excellence in serving its students and staff.



  
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