Bethune College
181, Bidhan Sarani, Kolkata 700006

Annual e-governance Report
2021-22

Placed in IQAC meeting dated 2ⁿᵈ August 2022 for appraisal and was approved by the members.

Implementation of e-governance in areas of operations

Planning and Development

The College has always sought to blend tradition with modernity in its teaching-learning process. In keeping with the huge impact and role of ICT in making the running of the institution easier, quicker and error-free, it has continuously tried to incorporate modern technology in all the spheres of its activities like Administration, Finance and Accounts, Students Admission and Support and Examination. Financial transactions and Library works are managed digitally. Digitalization of Information related to the teachers and students is an ongoing process. For digital collection and restoration of students' data **Students' Central Database Management System** has been initiated since 2018. Departments have internet connectivity for day-to-day activities. Exchange and submission of information and correspondence with the Governments both at state and centre and with the regulatory authorities like UGC and other funding agencies have become completely digitalized.

Administration

• Principal's office is fully computerized. Financial operations are done by e-billing through WBIFMS portal of West Bengal Government. Annual Self Appraisal of Teachers and non-teaching Staff are also submitted through WBIFMS portal

• Students' Section of the office manages their activities (including the whole admission procedure, university registration, and form fill up) digitally.

• Faculty related data is collected and digitally preserved by IQAC which is being used for the All India Survey of Higher Education (AISHE), National Institute Ranking Framework (NIRF), AQAR submission and SSR preparation.

• There is a Central Computer Centre with 20 computers having internet connectivity.

   • All the departments and central library have internet connection with adequate number of computers for doing their regular assignments. Initially the college was using 32 mbps bandwidth in the campus. In 2018-2019 it was updated to 40 mbps bandwidth. Faculty and Students can avail the Wi-Fi facilities 24x7, 365 days with a common user-Id. Internet facility is provided in many of the classrooms, laboratories and the offices through Wi-Fi. Where high speed connectivity is required, wired connection through optical cable LAN services is provided to the departments. Besides the dedicated computer center for browsing & accessing e-resources there are computer labs in Mathematics and Statistics department.

• Website of the college is dynamic and interactive. It is a storehouse of information and platform for several announcements and is managed by the Service provider Braindrops India Ltd. http://www.braindropsindia.com/

• Admission portal of college is http://www.bethuneadmissions.ac.in/through which admission is done.

• Domain of Website and admission portal is registered under Ernet India as mandated by Government of India.

• In Central library book search, issue and return systems are fully computerized with the help of OPAC and LEASE 4.0. Upgraded version of LIBSYS-7.0 is being used. INFLIBNET-NLIST program is used for Electronic Resource Package of e-journals. Institutional Repository is maintained using D-space software. There is a digital Lab for digitization of old and rare books.

Student Admission and Support

Infotech Lab https://infotechlab.in/ is maintaining the ERP solutions of the College since 2019. The currently operational modules are as follows:

✓ Online Admission System
✓ Dedicated Server
✓ Payment Gateway/ Banking
✓ SMS charges
✓ AIMES core
✓ Student Dashboard
✓ Financial Accounting
✓ HR Management System
✓ Document Management
✓ Store Management
✓ Cloud Server

• In Bethune college undergraduate admission is conducted completely online. Submission of application forms, selections and deposition of admission fees have been done online.
• Students' related data is collected and preserved digitally during admission by the admission committee. These data, is used for registration and form fill up before examinations.
• **Students' Central Data Management System** maintains all students' related data which both students and college can share and use them when necessary.
• **Finance and Accounts**
   • Apart from e-billing and e-Pradan, HRMS module of WBIFMS has been introduced for dealing the financial matters and salary of staff.
   • Tax related procedures are executed and supervised digitally.
   • Dealings with Central research and development funds are entirely done through PFMS portal of Government.
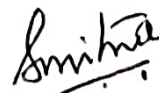
Examination

• Tabulation and framing of mark sheets are done digitally.

• Marks of University examinations are submitted online through University of Calcutta Portal

• Examination results are also preserved digitally by Students Central Database Management System

Principal

Bethune College

Principal
Bethune College, Kolkata
Govt. of West Bengal

IQAC Coordinator

Bethune College

Coordinator
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