



AUXILIUM COLLEGE (Autonomous)

(Accredited by NAAC with A+ Grade with a CGPA of 3.55 out of 4 in the 3rd cycle)
Gandhi Nagar, Vellore – 6.

6.2 Strategy Development and Deployment

➤ **Annual e-governance Report**

2018 – 2019

to

2022 - 2023

➤ **e - Governance Policy**



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ANNUAL E-GOVERNANCE REPORT 2022-2023

The College has both physical server and Azure server (Microsoft). The college uses SOPHOS firewall to protect the software. Face biometrics can provide accurate and real-time attendance tracking. This can help in monitoring staff attendance and ensuring that everyone is adhering to their schedules. The College ensures that its E-Governance initiatives are well-supported and contribute to the institution's overall success. Regular reviews and adjustments to the budget based on evolving needs and technology trends is essential for sustained success. Keeping software up-to-date ensures continued vendor support. In case of any issues or technical difficulties, having the latest version often facilitates more effective communication with software providers.

Server Infra structure: Physical Server and Azure server allows the college to benefit from the advantages of both on-premises and cloud-based solutions. Azure servers provide scalability and accessibility, while physical servers offer control and customization.

Security Measures: SOPHOS Firewall, Utilizing SOPHOS firewall is a commendable measure for protecting the software and ensuring network security. Regular updates and monitoring are essential to maintain a strong defense against potential threats.

Implementing face biometrics for attendance tracking is a progressive step. It not only provides accurate and real-time data but also ensures efficiency and transparency in monitoring staff attendance.

Regular annual maintenance of examination software is crucial for ensuring its continued effectiveness and security. Maintenance activities may include updates, security patches, and performance optimization to address evolving needs.

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ANNUAL e-GOVERNANCE REPORT 2020-2021

Enterprise Resource Planning (ERP) and cloud software purchased during the year. Auxilium ERP likely facilitates the automation of the admission and registration processes, making it easier for both students and administrative staff. The system can handle student data, application processing, and enrolment, ensuring accuracy and reducing manual workload. It also facilitates NME, SBE Selection by the students, Time Table generation, Students Attendance, Conduct of online examinations, facilitating assignments, projects, feedback, grievance redressal, library automation RFID etc. Examination software purchased and annual maintenance done regularly.

Automation of Admission and Registration Process: Auxilium ERP likely facilitates the automation of admission and registration processes, making it more efficient for both students and administrative staff. By automating these processes, the institution can reduce manual errors, enhance data accuracy, and provide a smoother experience for applicants. The ERP system is capable of handling student data, application processing, and enrollment, ensuring a centralized and accurate database. This centralized approach simplifies data management, making it easier to track student progress and generate reports.

The ERP likely supports processes such as NME (Non-Major Elective) and SBE (Skill Based Elective) registration. Time table generation and attendance tracking are streamlined, contributing to efficient scheduling and monitoring of student participation. The ERP system supports the conduct of online examinations, aligning with modern education trends. Assignment and project management features enhance collaboration and streamline the submission, grading, and feedback processes. The ERP system likely includes modules for collecting feedback from students and faculty, facilitating continuous improvement. Grievance redressal processes are likely automated, ensuring timely and efficient resolution of concerns. Library processes are streamlined through automation, including features like RFID technology for efficient book tracking and inventory management.

Regular annual maintenance of examination software is crucial for ensuring its continued effectiveness and security. Maintenance activities may include updates, security patches, and performance optimization to address evolving needs. Implementing cloud software enhances accessibility, allowing stakeholders to access information and tools from anywhere with an internet connection. Cloud solutions often offer scalability, ensuring that the institution can adapt to changing requirements without significant infrastructure investments.

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ANNUAL e-GOVERNANCE REPORT 2018-2019

Auxilium College (Autonomous) has a comprehensive plan for leveraging technology to enhance e-governance in academic, and administrative activities. To achieve these objectives, it's crucial to establish a robust framework and infrastructure. The College Allocate funds for regular technology upgrades, ensuring that the institution stays current with the latest advancements in E-Governance solutions. Software purchased for soft skill personality development programme. Language Lab Updated with latest technology to enrich the knowledge of students

Administration Including Complain Management: Implement a centralized online portal for administrative tasks, where students and staff can submit and track various requests. Integrate a complaint management system that allows for efficient logging, tracking, and resolution of issues raised by students and staff. Use data analytics to identify recurring concerns and improve administrative processes.

Finance and Accounts - Adopt an integrated financial management system that automates financial processes, ensuring transparency and accuracy. Enable online fee payment options for students to streamline the payment process. Implement budgeting tools that assist in effective fund allocation and monitoring.

Students Admission and Support - Develop an online admission system to simplify the application process and provide status updates to applicants. Implement a student support system that includes online counseling, academic guidance, and career services. Use data analytics to identify areas where additional support may be needed.

Examinations - Utilize an online examination system to facilitate secure and efficient conduct of exams.

Implement automated grading systems to reduce manual effort and enhance accuracy. Integrate a digital repository for exam-related documents, such as question papers and answer sheets.

Regular Technology Upgrades

Allocate funds for regular technology upgrades to ensure that the institution stays current with the latest advancements in e-governance solutions Monitor and evaluate the effectiveness of the software purchased for the soft skill personality development programme. Collect feedback from students and instructors to make necessary adjustments and improvements. Ensure that the language lab is equipped with the latest technology to enhance students' language skills. Provide training for instructors to effectively use the technology in language teaching. Implement robust cybersecurity measures to protect sensitive information.

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e- Governance Policy





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e-Governance Policy

Auxilium College (Autonomous), is dedicated to offer accessible online services from anywhere by staff and students through laptop, mobile, PC and tab.

Need for the Policy :

1. Information Technology Act 2000, Government of India and the Tamilnadu Information Technology Rules 2016. 157
2. To create a complete framework for the various activities both academic and administrative for e-governance by the Institution.

Objective

1. To ensure a common standard and framework for all the various academic and administrative activities.
2. To provide delivery of online services to both staff and students.

Types of Services

1. Admission
2. Attendance
3. Registrations
4. Grievance
5. LMS
6. Timetable
7. Feedback
8. Examination
9. Fee Collection
10. Administration
11. Inventory

The above services are mandatory and applicable through the ERP portal of the Institution which provides the complete database of all the academic and administrative activities of the Institution to the Management which establishes transparency in e-governance of the educative system. The services and infrastructure needs to align itself with the vision and mission of the Institution, IT policy of the Institution and cyber security thereby empowering women through technology.

Sr. [Signature]

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