



Criterion 6- Governance, Leadership and Management

6.2 Strategy Development and Deployment

6.2.2 Institution implements e-governance in its operations.

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Dr D Y Patil Educational Enterprises Charitable Trust's

Dr D Y PATIL SCHOOL OF MANAGEMENT

(Approved by AICTE, New Delhi Recognized by Govt. of Maharashtra, Affiliated to Savitribai Phule Pune University)

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(Accredited by NAAC)

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ANNUAL E-GOVERNANCE REPORT 2022-23

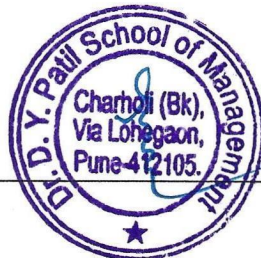
Introduction

Dr. D. Y. Patil School of Management (DYPSOM) continued to uphold its commitment to leveraging technology for enhancing administrative efficiency and academic excellence through its comprehensive e-governance initiatives.

The Annual E-Governance Report of the institute was discussed in the Governing Council Meeting held on 23 October 2022, Sr. No.3, and this report highlighted the implementation and impact of various e-governance practices across different facets of DYPSOM's operations.

1. Administration

- **Online Admission Process** DYPSOM successfully implemented the Online Admission State Common Entrance Test Cell platform, ensuring a streamlined and transparent admission process for MBA courses through government admission.
- **Student Information Management** Utilized an advanced ERP system for Admin, DYPSOM effectively managed student information, integrating administrative and academic processes such as registrations, attendance, and grading. This centralized system enhanced data accuracy and operational efficiency.
- **Exam Facilities** DYPSOM utilized the Savitribai Phule Pune University External Exam Login Portal for conducting examinations, ensuring secure and efficient management of exam-related activities from registration to results dissemination.
- **Administrative Integration** The adoption of the Savitribai Phule Pune University (SPPU) BCUD Login Portal facilitated seamless management of teacher affiliations and administrative tasks at DYPSOM. This integration optimized processes such as faculty appointments and document submissions, enhancing operational transparency and efficiency.
- **Financial Management** Tally ERP software was employed for precise financial record-keeping at DYPSOM, facilitating seamless management of transactions, budgeting, and reporting. This robust accounting tool supported efficient auditing processes and financial planning within the institution.



- **Merit List Generation** DYPSOM utilized the Maharashtra CET Cell portal for generating merit lists, ensuring transparent and efficient compilation for various courses and admissions processes. This online platform enhanced accessibility and decision-making for prospective students.

2. Finance and Accounts

- **Online Payment Systems** NEFT was utilized for salary transfers at DYPSOM, ensuring timely and secure transactions for faculty and staff. QR codes were also employed for student payments, offering a convenient and contactless payment solution for fees and services.
- **Financial Reporting** Tally software supported the preparation of accurate financial statements at DYPSOM, ensuring compliance with reporting standards and facilitating informed financial decision-making.
- **Grants and Funding Management** DYPSOM utilized the MahaDBT portal for efficient distribution of scholarships to eligible students, streamlining application processes and enhancing transparency in scholarship management.
- **Taxation and Compliance** DYPSOM issued Form 16 to employees using the Income Tax Department's website, ensuring compliance with taxation regulations and facilitating accurate income tax filing.

3. Student Admission and Support

- **Communication and Notifications** DYPSOM utilized email and official communication channels to effectively disseminate information to students, ensuring timely updates on academic matters, events, and administrative notifications.
- **Feedback and Grievance Redressal** A robust grievance redressal mechanism was established at DYPSOM, addressing concerns promptly and confidentially to maintain a supportive learning environment for students, faculty, and staff.

4. Examination

- **Online Examination Registration** DYPSOM facilitated online exam form submissions through the SPPU portal, ensuring efficiency and accuracy in the registration process for examinations.
- **Exam Timetable Management** DYPSOM adhered to the SPPU exam timetable, ensuring alignment with university schedules and facilitating the smooth conduct of exams while maintaining academic standards.
- **Online Examination Hall Ticket** SPPU issued exam hall tickets for DYPSOM examinations, providing essential details to students and ensuring organized exam administration.



- **Question Paper Generation** DYPSOM received online question papers from SPPU, maintaining integrity and security in the distribution of exam materials to students.
- **Result Publication** SPPU displayed exam results online, enabling students to access their results promptly and securely through dedicated portals.
- **Feedback Mechanisms** An internal exam redressal mechanism at DYPSOM addressed grievances related to examinations, ensuring fairness and transparency in assessment procedures.

Noted and Approved

E. B. Khedkar

Prof. (Dr.) E. B. Khedkar
Member-Secretary
Governing Council
(Governing Body Committee)

