Institutional Distinctiveness

A remarkable growth in many aspects of the institution has made the administration of the college intricate. The strength of the students and the faculty has been increased significantly. New programs and courses are being introduced. The academic and administrative activities are getting complex. The large number of curricular, cocurricular and extension activities are organised by the college. Many studies reveal that the integration of technology helps to reduce the intricacy and enhance the overall administration of higher education along with effective delivery of academics. In this respect, the college has developed in house full-fledged **Academic and Administrative Information System using Google API Scripts (GAS)**. This system is unique of its sort. It is developed to record, organize, communicate, link and manage all these activities to different sections and units of the college and stakeholders.

The salient features of this system are

i)   The system provides unlimited number of institutional accounts with email ids. Every institutional account has unlimited storage space on cloud. This allows Students and Teachers to store all sorts of study material and e-content in organised way. The storage includes lecture notes, presentations, documents, videos and software database files which are dynamically updated in real time.

ii) The system is inclusive of Learning Management System (LMS). Teachers create their classrooms, share course materials in different forms and conduct tests using this LMS.

iii) All Academic and Administrative activities are updated regularly by Faculty Members, Departments, Committees, Administrative and Technical Staff. These include records of daily Teaching Activities, Research and Publications, Curricular, Co Curricular and Extension Activities.

iv) The system is dynamic. The real time data is collected. It is reflected in all modules simultaneously. Various types of user end and departmental reports are generated dynamically in real time. Administrators can keep track of all these records.

v)   The Faculty Profile and Departmental Profile are generated based on various data submitted by respective users. This facilitates auto generation of Academic Performance Indicator (API) of teaching faculty members. The report of Academic

and Administrative Audit (AAA) is generated in Department wise and Institution as a whole. This in turn helps IQAC to monitor progress of the institution in various aspects.

vi) The system is inhouse developed using Google API Scripts (GAS). This reduces dependency on outside experts and thus becomes easy to manage and maintain.

vii) Accessibility is another feature of the system. It can be accessed anywhere and on majority of platforms. The system is online and dedicated Android Application is developed for accessibility on smartphones. The IQAC has observed positive influence on the administration and connectivity between different sections of the college organization. This system is empowered with the innovations. It has indirect benefits as well, like digitization of the work, saving of time, reduction in the use of papers and in turn controlling the environmental degradation, enhancing the connectivity and communication and so on.

Dr. V. B. Gaikwad
Principal