



**FAZLANI AISHABAI & HAJI ABDUL LATIF CHARITABLE TRUST'S
AISHABAI COLLEGE OF EDUCATION**

(Affiliated to S.N.D.T. Women's University)

Municipal School Building, J. J Hospital Compound, Gate no.
14, Byculla, Mumbai – 400008.

Criterion VI – Governance, Leadership and Management

6.2- Institutional Vision and Leadership

6.2

6.2.3

Annual E-Governance Report

Annual E-Governance Report of Aishabai College of Education

Aishabai College of Education has made significant strides in implementing e-governance across various areas of its operations, aligning with the institution's commitment to enhancing efficiency, transparency, and accessibility through technology. In the area of **Planning and Development**, the college utilizes digital platforms such as email, WhatsApp groups, and Google Classroom to facilitate seamless communication, assignment submissions, and learning management systems (LMS). Additionally, the "Teach Us" app is widely employed for digital submissions, enabling an organized and efficient method for managing student work and communication with faculty.

Within **Administration**, a range of tools such as Excel, PowerPoint, Google Suite, and Word are utilized to streamline administrative tasks. Online form filling is now a standard process, ensuring ease of access for staff and students alike. The college has also adopted **Finance and Accounting** software, notably ERP and Tally, to manage payroll and accounting. The use of biometric systems for staff attendance ensures accuracy, while digital transactions through NEFT, online payments, and net banking have simplified financial management.

In **Student Admission and Support**, the college follows the CET Cell process for admissions and utilizes the SNDT University online portal for handling admissions and documentation. A dedicated platform, ABCE, is also in place for managing essential student documents, enhancing both the security and accessibility of student records.

For the **Examination System**, the college leverages the MKCL Portal, provided by SNDT University, to manage the entire examination process, from scheduling to result processing. This integration of technology ensures a streamlined, transparent, and efficient approach to examinations, benefiting both students and staff.

The **Biometric Attendance System** for staff has been enhanced with a face-recognition system, further increasing the accuracy and reliability of attendance records. Additionally, the "Teach Us" app is used for **student attendance**, ensuring accurate tracking and real-time reporting of student participation in classes.

Overall, the college's e-governance initiatives have significantly improved operational efficiency, increased transparency, and contributed to the enhancement of academic and administrative functions. This forward-thinking approach positions Aishabai College of Education as a leading institution in leveraging technology for educational excellence.



PRINCIPAL

Fazlani Aishabai & Haji Abdul Latif Charitable Trust's
Aishabai College of Education, Mumbai