



Meenakshi Sundararajan Engineering College
(Managed by I.I.E.T Society)
363, Arcot Road, Kodambakkam, Chennai – 24

DVV CLARIFICATION

6.2.3 ANNUAL E-GOVERNANCE REPORT APPROVED BY GOVERNING COUNCIL

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PRINCIPAL
MEENAKSHI SUNDARARAJAN ENGINEERING COL
363, ARCOT ROAD, KODAMBAKKAM
- CHENNAI-600 024



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ANNUAL E-GOVERNANCE REPORT

2016-2017

1. Administration:

- To achieve the target of paperless, members of college started using Google facilities like

Google sheet: - For data collection from Various Departments.

Google Docs: - To prepare notices and activity reports.

Google Forms: - To prepare Feedback forms and get Online feedbacks from different stakeholders.

Google Drives: - To keep all department wise proofs.

- The college campus is equipped with CCTV Cameras installed at various places of need. To surveillance on computer by secretary and Principal, software application is available. This helps to maintain all the discipline issues at the maximum level.

2. Finance and Support:

The salaries of employees including examination remunerations are paid online through NEFT and rarely by cheques. Not only is that, the payment of all purchasing transactions are executed necessarily cashless to maintain transparency and financial accountability in the system.

3. Student Admission and Report:

Entry level admission to all UG and PG courses happened through online process and it is managed & regulated by Anna University through its web-portal.

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4. Examination:

The faculty/students use AU portal to enter/view the marks. Faculty also used Google forms and many other applications to assess the students' knowledge.

5. Website:

Institution has a website to share the infrastructural, academics and placement information with its stakeholders.

6. E-Learning:

Every department's seminar hall in the campus are equipped with projectors and most of the teachers use PowerPoint presentation and audio/video content in teaching.

7. Library:

The users of the Library access the publications of all major publishers and publications like IEEE, ACE, ASME, JK, Springer.

8. Social Media Outreach:

The institution increased its visibility on various social media platforms by regularly sharing information regarding college activities and achievements on social media platforms like Facebook, Twitter etc. with the various stakeholders and community.

9. ICT Infrastructure:

Computers with Internet facility was provided to the students & staff free of cost.

10.Placement:

Placement cell maintained student information in 'Google drive' to conduct placement training/interview process in an easy go manner.

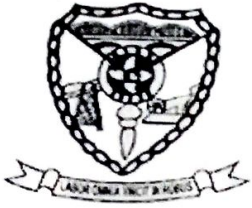
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Principal

Secretary

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ANNUAL E-GOVERNANCE REPORT

2017-2018

1) Administration:

The College administration has stepped ahead in the direction of paperless administration and nearly all the institutional task has been carried out using ICT.

2) Finance and Accounts:

The usage of SBI Collect application and NEFT for transaction purposes has been continued by finance and accounting section.

3) Student Admission and Report:

Entry level admission to all UG and PG courses happens through online process and it is managed & regulated by Anna University through its web-portal.

4) Examination:

The faculty/students use AU portal to enter/view the marks. Faculty also use Google forms and many other applications to assess the students' knowledge.

5) Website:

Institutional website has been updated on a regular basis to share the infrastructural, academics and placement information with its stakeholders.

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6) E-Learning:

To further enrich the e-learning process faculty started using MOODLE (Modular Object – Oriented Dynamic Learning Environment), a free online Learning Management System (LMS). It is an interactive platform used to communicate information to students and support online interaction.

7) Library:

The users of the Library access the publications of all major publishers and publications like IEEE, ACE, ASME, JK, Springer. This facility helped to promote the research of staff and the students by being aware of innovation works in professional communities.

8) Social Media Outreach:

The institution has increased its visibility among its stakeholders using social medias like Facebook, Twitter, Instagram.

9) ICT infrastructure:

To further strengthen the usage of ICT infrastructure, annual maintenance has been carried out.

10) Placement:

Placement cell maintained student information in 'Google drive' to conduct placement training/interview process in an easy go manner.

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ANNUAL E-GOVERNANCE REPORT

2018-2019

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3. Student Admission and Report:

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5. Website:

The college website updations and maintenance services are continued by the respective team members.

6. E-Learning:

To further enrich the e-learning process faculty started using Google Classroom, Zoom Application.

7. Social Media Outreach:

The institution has increased its visibility among its stakeholders using social medias like Facebook, Twitter, Instagram, LinkedIn.

8. ICT infrastructure:

To further strengthen the usage of ICT infrastructure, annual maintenance has been carried out.

9. Alumni:

The institution created a separate WhatsApp group for the alumni to support them in post-academic life and career.

10.Placement:

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ANNUAL E-GOVERNANCE REPORT
2019-2020

1. Administration:

- Online video conferencing tools have been used totally to interact with internal and external stakeholders during pandemic. Separate WhatsApp group have been created for individual classes to communicate with their parents.
- To ensure discipline across the campus usage of CCTV surveillance has been continued.

2. Finance and Accounts:

The usage of SBI Collect application and NEFT for transaction purposes has been continued by finance and accounting section.

3. Student Admission and Report:

Entry level admission to all UG and PG courses happens through online process and it is managed & regulated by Anna University through its web-portal.

4. Examination:

Examination has been conducted online using Google Classroom.

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5. Website:

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6. E-Learning:

The College purchased the G Suite and offered the services of the various applications such as video conferencing, online sharing and storage, individual email addresses with domain space for teachers and students. Several trainings/FDP/Workshops have been organised online using Google Meet, Zoom, etc.

7. Library:

The Central Library is fully automated with Autolib Software Systems (Advanced Edition) used for Circulation, Procurement, Online Public Access Catalogue (OPAC) and Project Reports. All the library documents are bar-coded and books are issued to users by reading the barcode of the document. The holdings include the books and Journals, syllabus, question papers and Project reports. The users access the e-books, e-journals regularly. The users of the Library access the publications of all major publishers and publications.

8. Placement:

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ANNUAL E-GOVERNANCE REPORT

2020-2021

1. Administration:

- To achieve the target of paperless communication and processes usage of google facilities like Google Form, Google Meet, Google Drive, Zoom, WebEx has been continued.
- To ensure discipline across the campus usage of CCTV surveillance has been continued.

2. Finance and Accounts:

The usage of SBI Collect application and NEFT for transaction purposes has been continued by finance and accounting section.

3. Student Admission and Report:

Entry level admission to all UG and PG courses happens through online process and it is managed & regulated by Anna University through its web-portal.

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6. E-learning:

The NPTEL chapter was introduced in the college, which opened the gateways of online learning for the faculty and students.

7. Library:

The library is equipped with plagiarism checking software which is the need of the hour for every educational institution.

11.Placement:

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