SAIBALAJI EDUCATIONAL SOCIETY
SAIBALAJI INTERNATIONAL INSTITUTE OF MANAGEMENT SCIENCES **SBIIMS**
SBIIMS PUNE
www.sbiims.edu.in
Affiliated to Savitribai Phule Pune University
Approved by AICTE, Ministry of HRD, Govt. of India

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Annual E-Governance Report
Academic Year 2022-2023

E-Governance Report for SAIBALAJI INTERNATIONAL INSTITUTE OF MANAGEMENT SCIENCES (SBIIMS) PUNE

Introduction

SaiBalaji International Institute of Management Sciences (SBIIMS) Pune continues its unwavering commitment to fostering a transparent, efficient, and accessible learning environment through advanced e-governance practices. **This report highlights SBIIMS's e-governance initiatives undertaken during the period 2022-2023.**

E-Governance Initiatives

SBIIMS has implemented a range of e-governance initiatives to enhance student services, faculty operations, and administrative efficiency. These initiatives include:

Admissions

SBIIMS enhanced its online application process, making it more user-friendly and efficient. Prospective students can now submit applications, upload documents, pay fees, and track their application status electronically with greater ease and reliability.

Student Management System (SMS)

The SMS empowers students to manage various aspects of their academic life, including online registration, course selection, grade viewing, attendance tracking, fee receipts download, and communication with faculty. Recent upgrades focused on enhancing the user interface and system performance.

Learning Management System (LMS)

SBIIMS expanded its LMS to offer a wider array of online courses, additional learning materials, enhanced discussion forums, and more advanced collaboration tools for faculty and students. Special emphasis was placed on interactive learning modules and multimedia content to improve the learning experience.

Examination Management System (EMS)

The EMS was further developed to facilitate online exam registration, hall ticket download, result publication, and a more efficient grievance redressal mechanism for students, ensuring a streamlined examination process.

Financial Management System (FMS)

The FMS was updated to allow students to make online fee payments, apply for scholarships, manage expenses for student organizations, and track departmental budgets with greater accuracy and transparency. New features include real-time transaction tracking and automated financial reports.

Library Management System (LMS)

The online library system was enriched with additional resources, including a broader range of e-books, journals, and databases. The search and reservation functionalities were also enhanced to improve user experience and accessibility.

Grievance Redressal System (GRS)

The GRS was optimized to allow students and staff to submit complaints and track their resolution progress electronically more effectively, leading to quicker resolutions and higher satisfaction.

Administrative Services
New online applications were introduced for requesting certificates, managing leave for staff, and streamlining departmental workflows, leading to increased efficiency in administrative processes.

Implementation and Challenges
The implementation of these initiatives required ongoing collaboration between the IT department, faculty, staff, and external vendors. Initial challenges included ensuring system integration, user training, and addressing concerns about internet connectivity. SBIIMS tackled these challenges through phased rollouts, comprehensive training programs, and collaboration with technical support teams, resulting in smoother implementation.

Outcomes and Impact
The e-governance initiatives have significantly improved efficiency and transparency at SBIIMS. Notable outcomes include:

Increased online application submissions for admissions.
Reduced turnaround time for student services like fee receipts and certificate issuance.
Improved communication and collaboration between faculty and students through the LMS.
Enhanced accessibility and usability of learning resources through the online library system.
Increased student and staff satisfaction with the improved grievance redressal procedures.
Improved financial transparency and efficiency through the updated FMS.
Future Plans
SBIIMS remains committed to continuous improvement in e-governance practices.

Future plans include:
Further integration of mobile applications for accessing various student services.
Expansion of online course offerings and development of interactive learning modules.
Implementation of artificial intelligence-powered chatbots for student support.
Continued upgrading of cybersecurity measures to ensure robust data protection.
Development of advanced data analytics tools to enhance decision-making and personalized learning experiences.
Strengthening remote learning capabilities to adapt to future educational challenges.

Director
Sai Balaji Education Society's
Sai Balaji International Institute
of Management Sciences
Pune

Dr. L.K. Tripathy

Director

Annual E-Governance Report
Academic Year 2021-2022

E-Governance Report for SAIBALAJI INTERNATIONAL INSTITUTE OF MANAGEMENT SCIENCES (SBIIMS) PUNE

Introduction

SaiBalaji International Institute of Management Sciences (SBIIMS) Pune is committed to fostering a transparent, efficient, and accessible learning environment through e-governance practices. This report highlights SBIIMS's e-governance initiatives undertaken during the period 2021-2022.

E-Governance Initiatives

SBIIMS has implemented various e-governance initiatives to enhance student services, faculty operations, and administrative efficiency. These initiatives include:

Admissions:
SBIIMS offers a streamlined online application process, allowing prospective students to submit applications, upload documents, pay fees, and track their application status electronically.

Student Management System (SMS): Students can manage various aspects of their academic life through the SMS. This includes online registration, course selection, grade viewing, attendance tracking, fee receipts download, and communication with faculty.

Learning Management System (LMS): SIIMS leverages an LMS to provide online courses, learning materials, discussion forums, and collaboration tools for faculty and students.

Examination Management System (EMS): The online EMS facilitates exam registration, hall ticket download, result publication, and a grievance redressal mechanism for students.

Financial Management System (FMS): Students can utilize the FMS for online fee payment, scholarship application and tracking, expense management for student organizations, and budget tracking for departments.

Library Management System (LMS): The online library system provides access to an extensive catalog of resources, including e-books, journals, and databases. Students can also search for and reserve physical library materials.

Grievance Redressal System (GRS): Students and staff can submit complaints and track their resolution progress electronically through the GRS.

Administrative Services: Various online applications are available for requesting certificates, managing leave for staff, and streamlining departmental workflows.

Implementation and Challenges

The implementation of these initiatives involved collaboration between the IT department, faculty, staff, and external vendors. Initial challenges included ensuring system integration, user training, and addressing concerns about internet connectivity. SBIIMS addressed these challenges through phased rollouts, comprehensive training programs, and collaboration with technical support teams.

Outcomes and Impact

The e-governance initiatives have significantly improved efficiency and transparency at SBIIMS. Here are some notable outcomes:

- Increased online application submissions for admissions.
- Reduced turnaround time for student services like fee receipts and certificate issuance.
- Improved communication and collaboration between faculty and students through the LMS.
- Enhanced accessibility of learning resources through the online library system.
- Increased student and staff satisfaction with grievance redressal procedures.
- Future Plans

SBIIMS remains committed to continuous improvement in e-governance practices. Here's a glimpse into future plans:

- Integration of mobile applications for accessing various student services.
- Expansion of online course offerings and development of interactive learning modules.
- Implementation of artificial intelligence-powered chatbots for student support.
- Upgrading cybersecurity measures to ensure data protection.

Dr. L.K. Tripathy
Director

Annual E-Governance Report
Academic Year 2020-2021

SaiBalaji International Institute of Management Sciences (SBIIMS) Pune continues its dedication to fostering a transparent, efficient, and accessible learning environment through innovative e-governance practices. **This report highlights SBIIMS's e-governance initiatives undertaken during the period 2020-2021.**

E-Governance Initiatives
SBIIMS has implemented several e-governance initiatives to enhance student services, faculty operations, and administrative efficiency. These initiatives include:

Admissions
SBIIMS further refined its online application process, allowing prospective students to submit applications, upload documents, pay fees, and track their application status electronically with improved ease and efficiency.

Student Management System (SMS)
The SMS enables students to manage various aspects of their academic life, including online registration, course selection, grade viewing, attendance tracking, fee receipts download, and communication with faculty. Enhancements were made to improve user experience and system reliability.

Learning Management System (LMS)
SBIIMS expanded the LMS capabilities, offering a broader range of online courses, additional learning materials, enhanced discussion forums, and more sophisticated collaboration tools for faculty and students. Special focus was placed on facilitating remote learning due to the COVID-19 pandemic.

Examination Management System (EMS)
The EMS was upgraded to streamline online exam registration, hall ticket download, result publication, and a more effective grievance redressal mechanism for students, ensuring a seamless examination process under remote conditions.

Financial Management System (FMS)
The FMS was improved to allow students to make online fee payments, apply for scholarships, manage expenses for student organizations, and track departmental budgets with greater precision and transparency.

Library Management System (LMS)
The online library system saw an increase in resources, including a wider array of e-books, journals, and databases. The search and reservation functionalities were also enhanced to improve user accessibility, especially for remote access.

Grievance Redressal System (GRS)
The GRS was optimized to allow students and staff to submit complaints and track their resolution progress electronically more effectively, resulting in quicker resolutions and higher satisfaction.

Administrative Services
New online applications were introduced for requesting certificates, managing leave for staff, and streamlining departmental workflows, leading to increased efficiency in administrative processes.

Implementation and Challenges
The implementation of these initiatives required ongoing collaboration between the IT department, faculty, staff, and

external vendors. Initial challenges included ensuring system integration, user training, and addressing concerns about internet connectivity, especially with the shift to remote operations due to the pandemic. SBIIMS addressed these challenges through phased rollouts, comprehensive training programs, and collaboration with technical support teams, resulting in smoother implementation.

Outcomes and Impact
The e-governance initiatives have significantly improved efficiency and transparency at SBIIMS. Notable outcomes include:

Increased online application submissions for admissions.
Reduced turnaround time for student services like fee receipts and certificate issuance.
Improved communication and collaboration between faculty and students through the LMS.
Enhanced accessibility and usability of learning resources through the online library system.
Increased student and staff satisfaction with the improved grievance redressal procedures.
Improved adaptability to remote learning and administrative processes during the COVID-19 pandemic.
Future Plans
SBIIMS remains dedicated to continuous improvement in e-governance practices.

Future plans include:
Further integration of mobile applications for accessing various student services.
Expansion of online course offerings and development of interactive learning modules.
Implementation of artificial intelligence-powered chatbots for student support.
Continued upgrading of cybersecurity measures to ensure robust data protection.
Development of enhanced remote learning tools and resources to support ongoing adaptability in response to future challenges.

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Director

E-Governance Report for SAIBALAJI INTERNATIONAL INSTITUTE OF MANAGEMENT SCIENCES (SBIIMS) PUNE

Introduction

SaiBalaji International Institute of Management Sciences (SBIIMS) Pune continues to advance its commitment to fostering a transparent, efficient, and accessible learning environment through progressive e-governance practices. **This report highlights SBIIMS's e-governance initiatives undertaken during the period 2019-2020.**

E-Governance Initiatives

SBIIMS has implemented several e-governance initiatives to enhance student services, faculty operations, and administrative efficiency. These initiatives include:

Admissions

SBIIMS enhanced its online application process, enabling prospective students to submit applications, upload documents, pay fees, and track their application status electronically with increased ease and reliability.

Student Management System (SMS)

The SMS allows students to manage various aspects of their academic life, including online registration, course selection, grade viewing, attendance tracking, fee receipts download, and communication with faculty. Improvements were made to the user interface and functionality to provide a more seamless experience.

Learning Management System (LMS)

SBIIMS expanded its LMS capabilities, providing more robust online courses, additional learning materials, enhanced discussion forums, and advanced collaboration tools for faculty and students.

Examination Management System (EMS)

The EMS was further developed to facilitate online exam registration, hall ticket download, result publication, and a more efficient grievance redressal mechanism for students, ensuring a smoother examination process.

Financial Management System (FMS)

The FMS was updated to allow students to make online fee payments, apply for scholarships, manage expenses for student organizations, and track departmental budgets with greater accuracy and transparency.

Library Management System (LMS)

The online library system was enriched with additional resources, including a wider range of e-books, journals, and databases. The search and reservation functionalities were also enhanced to improve user experience.

Grievance Redressal System (GRS)

The GRS was optimized to allow students and staff to submit complaints and track their resolution progress electronically more effectively, leading to quicker resolutions and higher satisfaction.

Administrative Services

New online applications were introduced for requesting certificates, managing leave for staff, and streamlining departmental workflows, leading to increased efficiency in administrative processes.

Implementation and Challenges

The implementation of these initiatives required ongoing collaboration between the IT department, faculty, staff, and external vendors. Initial challenges included system integration, user training, and addressing concerns about internet connectivity. SBIIMS addressed these challenges through phased rollouts, comprehensive training programs, and collaboration with technical support teams, resulting in smoother implementation.

Outcomes and Impact

The e-governance initiatives have significantly improved efficiency and transparency at SBIIMS. Notable outcomes include:

Increased online application submissions for admissions.
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Enhanced accessibility and usability of learning resources through the online library system.
Increased student and staff satisfaction with the improved grievance redressal procedures.

Future Plans

SBIIMS remains dedicated to continuous improvement in e-governance practices.

Future plans include:

Further integration of mobile applications for accessing various student services.
Expansion of online course offerings and development of interactive learning modules.
Implementation of artificial intelligence-powered chatbots for student support.
Continued upgrading of cybersecurity measures to ensure robust data protection.

Dr. L.K. Tripathy
Director

Annual E-Governance Report
Academic Year 2018-2019

E-Governance Report for SAIBALAJI INTERNATIONAL INSTITUTE OF MANAGEMENT SCIENCES (SBIIMS) PUNE

Introduction

SaiBalaji International Institute of Management Sciences (SBIIMS) Pune is dedicated to promoting a transparent, efficient, and accessible learning environment through advanced e-governance practices. This report highlights SBIIMS's e-governance initiatives undertaken during the period 2018-2019.

E-Governance Initiatives

SBIIMS has implemented several e-governance initiatives to enhance student services, faculty operations, and administrative efficiency. These initiatives include:

Admissions

SBIIMS introduced an online application process, enabling prospective students to submit applications, upload documents, pay fees, and track their application status electronically.

Student Management System (SMS)

The SMS allows students to manage various aspects of their academic life, including online registration, course selection, grade viewing, attendance tracking, fee receipts download, and communication with faculty.

Learning Management System (LMS)

SBIIMS leverages an LMS to provide online courses, learning materials, discussion forums, and collaboration tools for faculty and students.

Examination Management System (EMS)

The EMS facilitates online exam registration, hall ticket download, result publication, and a grievance redressal mechanism for students.

Financial Management System (FMS)

The FMS enables students to make online fee payments, apply for scholarships, manage expenses for student organizations, and track departmental budgets.

Library Management System (LMS)

The online library system offers access to a comprehensive catalog of resources, including e-books, journals, and databases. Students can also search for and reserve physical library materials.

Grievance Redressal System (GRS)

The GRS allows students and staff to submit complaints and track their resolution progress electronically.

Administrative Services

Various online applications are available for requesting certificates, managing leave for staff, and streamlining departmental workflows.

Implementation and Challenges

The implementation of these initiatives required collaboration between the IT department, faculty, staff, and external vendors. Initial challenges included ensuring system integration, user training, and addressing concerns about internet connectivity. SBIIMS tackled these challenges through phased rollouts, comprehensive training programs, and collaboration with technical support teams.

Outcomes and Impact
The e-governance initiatives have significantly improved efficiency and transparency at SBIIMS. Notable outcomes include:

Increased online application submissions for admissions.
Reduced turnaround time for student services like fee receipts and certificate issuance.
Improved communication and collaboration between faculty and students through the LMS.
Enhanced accessibility of learning resources through the online library system.
Increased student and staff satisfaction with grievance redressal procedures.
Future Plans
SBIIMS remains committed to continuous improvement in e-governance practices.
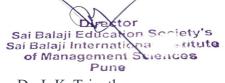
Future plans include:
Integration of mobile applications for accessing various student services.
Expansion of online course offerings and development of interactive learning modules.
Implementation of artificial intelligence-powered chatbots for student support.
Upgrading cybersecurity measures to ensure data protection.

Dr. L.K. Tripathy
Director

Year wise improvisation in IT Infrastructure -2019-2023

Year	Hardware	Security	ERP	Internet Bandwidth	License software	Library Automation	Intercom System
2019-2020	Printer 2 HP L.projector 2	CCTV Camera-1	EDU PLUS	100	MS 365 A3 Win 7 SAP	Auto Lib NG	
2020-2021	WiFi Router-5		EDU PLUS	150	Win 10 WIN 7 MS ,SAP	Auto Lib NG	
2021-2022	Projector 1, WiFi Router-5		EDU PLUS		Win 10 SAP	Auto Lib NG	
2022-2023	Desktop PC I5 20 ,Printer 2 HP WiFi Router-2	CCTV Camera-1	EDU PLUS	375	MS 365 A3 Students use benefit for 1200 users , SAP	Auto Lib NG	

Sai Balaji Education Society's
Sai Balaji International Institute
of Management Sciences
Pune

Dr. L.K. Tripathy
Director

E-Governance Policy
Academic Year 2021-2022

E-Governance Policy for SAIBALAJI INTERNATIONAL INSTITUTE OF MANAGEMENT SCIENCES (SBIIMS) Pune.

Introduction

Saibalaji International Institute of Management Sciences (SBIIMS) Pune is committed to promoting transparency, accountability, efficiency, and accessibility in its operations through the implementation of e-governance practices. This policy outlines the guiding principles and framework for establishing and maintaining a robust e-governance system within the institute.

Policy Framework

1. **Scope:** This policy applies to all faculty, staff, and students of SBIIMS Pune. It covers all processes and services that can be effectively delivered through online platforms.

2. **E-Governance Initiatives:** SBIIMS will prioritize the implementation of the following e-governance initiatives:

- **Admissions:** Online application system, document upload, fee payment, and status tracking.
- **Student Management System (SMS):** Online registration, course selection, grade viewing, attendance tracking, fee receipts download, and communication with faculty.
- **Learning Management System (LMS):** Platform for delivering online courses, content management, communication, and collaboration between faculty and students.
- **Examination Management System (EMS):** Online exam registration, hall ticket download, result publication, and grievance redressal.
- **Financial Management System (FMS):** Online fee payment, scholarship management, expense management, and budget tracking.
- **Library Management System (LMS):** Online library catalog, e-resources access, and digital repository.
- **Grievance Redressal System (GRS):** Online platform for registering complaints and tracking their resolution.
- **Administrative Services:** Online applications for certificates, leave management for staff, and departmental workflows.

3. **Implementation and Monitoring:**
- A dedicated e-governance committee will be established to oversee the implementation and monitoring of this policy.
- The committee will be responsible for developing implementation plans, coordinating with stakeholders, and ensuring smooth integration of e-governance initiatives into existing processes.
- Regular audits and performance evaluations will be conducted to assess the effectiveness of e-governance systems and identify areas for improvement.

4. **Training and Support:**
- SBIIMS will provide comprehensive training for faculty, staff, and students on using e-governance platforms effectively.
- Ongoing technical support will be available to address user queries and troubleshoot any technical issues.

5. **Data Security and Privacy:**
- SBIIMS will implement robust cybersecurity measures to protect user data and ensure electronic information's confidentiality, integrity, and availability.
- The institute will adhere to all applicable data privacy regulations and be transparent about data collection and usage practices.

6. **Accessibility:**
   SBIIMS will ensure that e-governance platforms are accessible to all users, including those with disabilities. This will involve adopting assistive technologies and ensuring user-friendly and inclusive user interfaces. Review and Updates.

Dr. L.K. Tripathy
Director