Self Study Report

NAAC 1st Cycle

Annual e-governance report approved by the Board of Management for the last five years

E-Governance Report

Session-2023-24

Introduction-

The mission of Innovative College of law is to increase administrative efficiency, service delivery, and transparency across several operational domains by using Information and Communication Technology (ICT) into its governance framework. We have streamlined procedures to successfully address the changing needs of our educational community by utilising the college site https://www. innovativeinstituteoflaw.com, the e-School Application for admissions and student management, and Tally software for financial management.

Implementation Overview

1. **Administration**

    The https://www. innovativeinstituteoflaw.com college portal serves as a centralized hub for services, resources, and information. It improves accessibility and communication within the college community by giving staff, professors, and students easy access to administrative forms, announcements, and academic calendars.

2. **Financial Management**

    Tally software is used by Innovative Institute of Law to provide effective financial management. Accounting procedures including budgeting, financial

reporting, and ledger management are automated by this software. Transparency and adherence to financial regulations are promoted by precise financial data and real-time updates provided by a seamless interaction with the college's systems.

Fig 1- Fee Payment Gateway available in ERP

3. Student Admission &Management

Processes for managing and admitting students are effectively streamlined by the e-School Application. The admission site makes it simple for prospective students to apply online, which helps with the smooth submission of applications and money payments. Merit-based selection criteria are supported by the application, guaranteeing an impartial and effective admissions process. After enrollment, the e-School Application skillfully maintains student data to enable attendance monitoring, academic record keeping, and extensive student support services .

Fig 2- Admission Gateway available in ERP

4. Academic and Examination System

The college site, which has extensive course catalogues, syllabus, and online learning tools, facilitates the smooth management of academic operations. Students' learning experiences are boosted through improved access to study resources and interactive academic assistance systems. The e-School Application and the exam system work together flawlessly to provide safe online testing and prompt result processing. Innovative elements that preserve exam integrity, academic standards, and fairness include remote proctoring.

5. Student Login

Implementing a student login feature in a College ERP system provides several benefits crucial for enhancing educational administration and student

engagement. This feature allows students secure access to personalized information such as course schedules, grades, attendance records, and academic announcements. It facilitates seamless communication between students and faculty through messaging and notifications, fostering a collaborative learning environment. Additionally, student login enables online registration for courses, examination schedules, and access to digital learning resources like e-books and lecture materials. Integrated with payment systems, it supports fee payments, financial aid applications, and tracks student billing information. Overall, a robust student login feature in a College ERP system improves administrative efficiency, enhances student satisfaction, and promotes transparency in academic operations.

Fig 3- Student Login available in ERP

6.   Library Services

The college portal provides staff and students with access to college

resources and acts as a gateway to a wide range of digital services. This digital library offers extensive information resources that are accessible anywhere, at any time, to promote academic research and study. Effective search features enable users to locate content quickly, encouraging a culture of lifelong learning and academic research.

Fig 4- Library Management in ERP

7. Surveillance Systems and Security:

At Innovative Institute of Law, e-governance includes monitoring tools to maintain security and safety on campus. CCTV monitoring has been installed around the campus of our institution in order to keep an eye on goings-on and to ensure that staff, teachers, and students are safe. These methods, when combined with access control and cutting-edge monitoring technologies, strengthen campus security processes and guarantee our community's safety

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from potential threats. These proactive measures create an environment that is favourable to productive work and successful learning by preventing unauthorized entry and boosting stakeholder confidence.

Conclusion

In conclusion, Innovative Institute of Law exemplifies its commitment to leveraging ICT to enhance governance practices and achieve educational excellence. Through the integration of https://www. innovativeinstituteoflaw.com Tally software for finance, and the e-School Application for admissions and student management, the college has successfully modernized administrative processes, improved financial transparency, and facilitated seamless academic operations. These e-governance initiatives optimize resource utilization and enhance stakeholder engagement and satisfaction, positioning the college as a leader in educational innovation and excellence.

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E-Governance Report

Session-2022-23

Introduction-

The mission of Innovative Institute of Law is to increase administrative efficiency, service delivery, and transparency across several operational domains by using Information and Communication Technology (ICT) into its governance framework. We have streamlined procedures to successfully address the changing demands of our educational community by utilizing the college portal/ **https://www. innovativeinstituteoflaw.com.** Tally software for financial management, and e-School Application for admissions and student management. Implementation of E-Governance in the areas of:

1. **Administration**

   One centralized location to obtain data, tools, and services is the college site, https://www. innovativeinstituteoflaw.com It enhances accessibility and communication within the college community by making academic calendars, announcements, and administrative forms easily navigable for staff, professors, and students.

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INNOVATIVE GROUP OF COLLEGES

INNOVATIVE AUTOMATION SYSTEM(EIIMS-ERP)

Fig 1- Administration Details

2. **Financial Management**

Innovative Institute of Law uses Tally software for financial administration. Accounting procedures like ledger administration, budgeting, and financial reporting are automated by this powerful platform. Integrating with the college's systems improves transparency and complies with financial standards by guaranteeing accurate financial data and real-time changes.

3. **Student Admission & Management**

The student admissions and administration procedures are streamlined by the e-School Application. Through the admission site, which makes it easy to submit an application and pay fees, prospective students can apply online. Merit-based selection criteria are supported by the application, guaranteeing an impartial and effective admissions process. After enrollment, the e-

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School Application effectively manages student data to facilitate academic record keeping, attendance tracking, and student support services.

Fig 2- ERP App for Students

4. **Academic and Examination System**

The college portal, which houses course catalogues, syllabi, and online learning resources, facilitates academic activities. Improved access to study materials and academic assistance resources helps students engage in more interactive learning. The integration of the examination system with e-School Application facilitates safe online testing and prompt result processing. Exam integrity is maintained by features like remote proctoring, which upholds academic norms and fairness.

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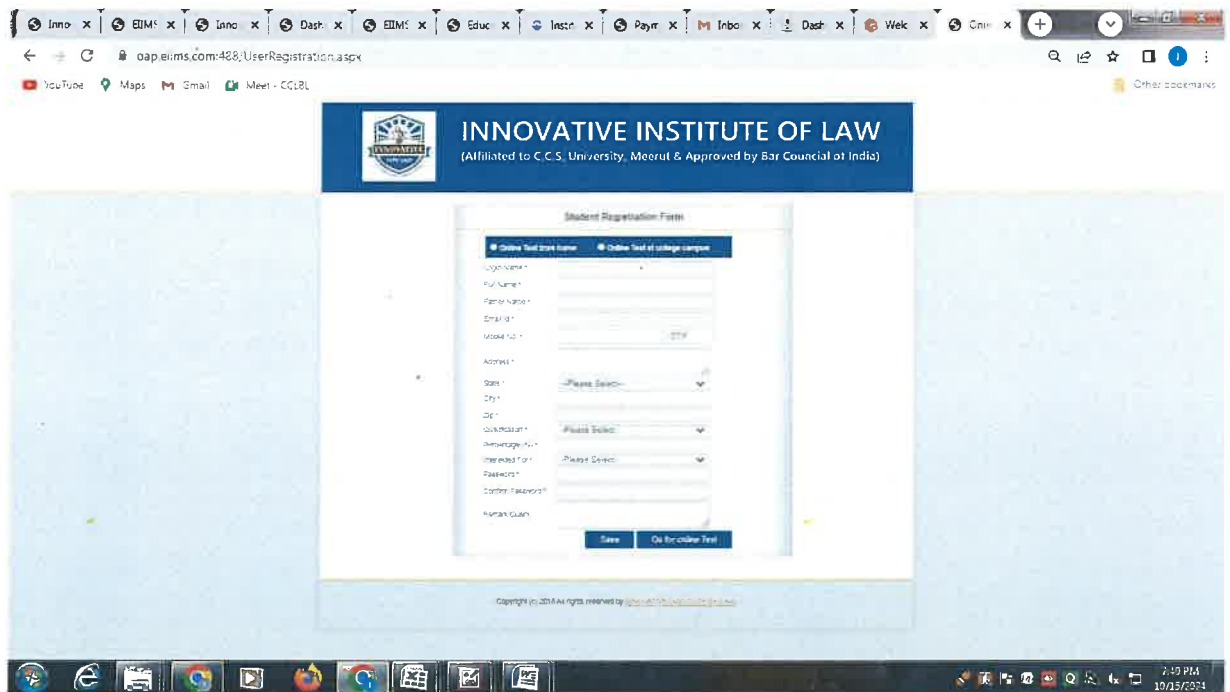
Fig 3- Student Login in ERP

5.   **Library Services**

Digitalizing library materials and services, as well as including a digital library management system to enable easy access to books, journals, and research databases, are all part of Innovative Institute of Law 's e-governance initiatives in the library. To improve user experience and research capabilities, this involves integrating virtual reference services, automating borrowing and return processes, and putting online cataloguing into place.

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Conclusion

To sum up, Innovative Institute of Law has a dedication to using ICT to improve instructional outcomes and governance procedures. By integrating Tally software for finance, e-School Application for student management and admissions, and https://www. innovativeinstituteoflaw.com., the college has successfully modernised administrative processes, enhanced financial transparency, and enabled smooth academic operations. Through these e-governance efforts, the college is positioned as a pioneer in educational innovation and excellence, while also optimising resource utilisation and improving stakeholder satisfaction and participation.

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E-Governance Report

Session-2021-22

Introduction-

Innovative Institute of Law quickly modified its governance framework to prioritise safety, continuity of education, and operational efficiency through expanded e-governance efforts during the extraordinary COVID-19 pandemic in the academic year 2020–21. The college employed creative ways to guarantee smooth administrative operations, academic continuity, and student support while abiding by public health regulations by utilising information and communication technology (ICT).

Implementation Overview

1. Administrative Continuity

Following the pandemic, https://www. innovativeinstituteoflaw.com. developed as a crucial hub for communication, providing staff, instructors, and students with timely updates, instructions, and resources. Using digital platforms, administrative procedures such as meetings, document submissions, and approvals were moved online. This made guaranteed that, in spite of physical constraints, governance and decision-making procedures continued.

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2. Academic Adaptation

A key factor in making the switch to online learning and assessments possible was e-governance. The faculty at the college provided interactive tools, e-resources, and virtual classrooms to facilitate remote instruction. The seamless administration of online tests, grading, and student performance tracking made possible by the integration of the e-School Application guaranteed academic continuity without sacrificing educational standards.

3. Financial Management

Tally software continued to help financial reporting, tracking expenses, and budget control by streamlining financial activities remotely. This made it possible to allocate resources efficiently and maintain financial transparency, both of which were essential amid the pandemic's economic uncertainty.

4. Student Services and Support

In order to promote students' well-being and academic achievement during trying times, the e-School Application increased the scope of its involvement in student services by providing online counselling, academic advising, and career coaching. With the constant availability of learning materials made possible by digital library services, students may successfully complete their coursework from home.

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5.   Health and Safety Measures

Using digital platforms to implement health and safety rules was part of e-governance. This included using contactless attendance systems, virtual health consultations, and online health declarations to keep an eye on student health. Access control and CCTV surveillance systems have been improved to enforce social separation and other safety protocols on campus.

Conclusion

In summary, Innovative Institute of Law used e-governance to maintain academic quality, student welfare, and operational continuity during the COVID-19 pandemic, demonstrating flexibility and resilience. The e-School Application, Tally software, and https://www. innovativeinstituteoflaw.com. were integrated to improve safety protocols, enable remote learning programmes, and promote smooth administrative procedures. With a strong digital infrastructure, these e-governance efforts not only helped the college prepare for upcoming issues, but they also lessened the impact of the epidemic.

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E-Governance Report

Session-2020-21

Introduction-

Amidst a period characterised by swift technological advancements, academic establishments such as Innovative Institute of Law are progressively adopting e-governance as a means of augmenting administrative efficacy, elevating service provision, and cultivating a transparent and responsible governance structure. Information and communication technologies (ICT) are incorporated into a variety of administrative procedures through e-governance, which promotes smooth operations and gives stakeholders instant access to data and services.

E-governance efforts at Innovative Institute of Law are essential to updating our administrative framework and making sure that all stakeholders can easily access and utilise both academic and non-academic services. Through the use of digital technologies, we hope to improve both the overall educational experience for our professors and students as well as the efficiency with which resources are used.

Objectives

1. **Enhanced Administrative Efficiency**: Implementing automated systems for admissions, fee payments, attendance tracking, and academic record management to reduce paperwork, minimize errors, and expedite processes.

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2. **Improved Transparency and Accountability**: Providing stakeholders, including students, parents, faculty, and staff, with transparent access to information regarding academic schedules, exam results, financial transactions, and institutional policies.

3. **Facilitating Access to Services**: Developing user-friendly online portals and mobile applications that enable convenient access to educational resources, library services, student support, and administrative services.

4. **Integration of ICT in Teaching-Learning Processes**: Supporting faculty with digital tools and platforms for online teaching, learning management systems, virtual labs, and multimedia resources to enhance pedagogical effectiveness.

5. **Security and Data Confidentiality**: Implementing robust cyber security measures and data protection protocols to safeguard sensitive information and ensure compliance with regulatory requirements.

6. **Continuous Improvement and Innovation**: Establishing a framework for ongoing evaluation, feedback collection, and the implementation of innovative e-governance solutions to meet evolving institutional needs and stakeholder expectations.

By aligning these objectives with our institutional vision and values, Innovative Institute of Law aims to set benchmarks in e-governance excellence, ensuring that our students receive a holistic and digitally empowered educational experience.

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E-governance implementation at Innovative Institute of Law in the areas of:

1. **Administration:** At Innovative Institute of Law , e-governance has revolutionised administrative procedures by streamlining workflows and increasing productivity. In order to streamline enrollment, course registration, and academic record administration, we have put in place a comprehensive Student Information administration System (SIMS) that centralises student data. Furthermore, real-time monitoring of student attendance through the integration of digital attendance systems facilitates accurate reporting and enhances administrative control. By streamlining administrative duties, these programmes free up staff members to concentrate more on supporting and engaging students.

2. **Finance & Accounts:** At Innovative Institute of Law , e-governance initiatives have automated budget management and financial transaction processes in the accounting and finance domain. Fee payments are made easier using our online payment channel, which lessens the need for cash handling and administrative labour. Digital accounting systems further guarantee accountability and transparency by giving stakeholders access to real-time financial reports. These steps improve financial efficiency while upholding strict adherence to financial legislation and auditing requirements.

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3. **Student Admission &Support:** At our college, e-governance is essential to student enrollment and support services. We've put in place an online admissions gateway that makes it easy for potential students to apply from anywhere, cutting down on paperwork and improving accessibility. Merit-based selection and quick application processing are guaranteed by automated admissions procedures. Digital platforms also help to provide a supportive environment for our students during their academic journey by facilitating services such as online counselling and grievance redressal.

Fig 1- Admission Portal on ERP

4. **Inventory Management:** Inventory management within a College ERP system plays a crucial role in efficiently handling and tracking various resources essential for academic and administrative functions. This module oversees the procurement, storage, distribution, and utilization of items such

as books, stationery, laboratory equipment, and other educational materials. By centralizing inventory data, the ERP ensures real-time visibility into stock levels, facilitating timely replenishment and minimizing stockouts. It integrates seamlessly with procurement and finance modules, automating purchase orders, vendor management, and invoicing processes to streamline operations and reduce administrative overhead. Additionally, robust reporting and analytics capabilities provide insights into consumption patterns, inventory turnover, and cost efficiencies, enabling informed decision-making and optimal resource allocation across the college campus. This enhances overall efficiency, cost-effectiveness, and accountability in managing institutional resources.

Fig 2- Inventory Managemnt on ERP

5. **Examination System:** Innovative Institute of Law has updated its examination system with e-governance tools to guarantee speed and honesty. We make use of online exam systems that facilitate standardised and safe testing procedures. Academic rigour is maintained while meeting a variety

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Ph: 0120-2328555 | Website - www.innovativeinstituteoflaw.com | E-mail: innovativecolleginnail.com

of assessment needs thanks to features like remote proctoring and plagiarism detection technologies. These technological developments improve the assessment of academic performance overall by streamlining the administration of exams and giving teachers and students fast, accurate results.

6. **Library:** Our library services have been transformed by e-governance efforts, which have increased the efficiency and accessibility of educational resources. We provide online access to a large number of e-books, periodicals, and research databases through our digital library management system. By using this platform, teachers and students can peruse, check out, and return materials digitally, doing away with the limitations of traditional physical library resources and hours. Furthermore, collaborative tools and personalised recommendation systems improve research capacities, encouraging a culture of lifelong learning and scholarly achievement.

7. **Surveillance Systems and Security:** E-governance at Innovative Institute of Law includes surveillance tools to guarantee campus security and safety. CCTV surveillance has been installed throughout the campus to keep an eye on goings-on and guarantee a safe atmosphere for staff, instructors, and students. By integrating access control systems with advanced monitoring technology, campus security measures are strengthened and our community is protected from potential dangers. These programmes not only prevent unwanted access but also give stakeholders piece of mind, fostering an environment that is favourable for working and learning.

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Conclusion

These report high light how e-governance has been strategically integrated into various facets of Innovative Institute of Law, enhancing operational efficiency, transparency, and service delivery across administrative, financial, academic, and security domains.

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Approved by Bar Council of India (BCI), Delhi & Affiliated To CCS University, Meerut, U. P.

E-Governance Report

Session -2019-20

Introduction

Innovative Institute of Law is committed to leveraging e-governance to modernize administrative processes and enhance educational delivery. E-governance initiatives integrate Information and Communication Technology (ICT) to streamline operations, improve transparency, and facilitate efficient service delivery across various departments and functions within the college.

Implementation

1.   Administrative Efficiency

Innovative Institute of Law 's administrative efficiency has been transformed via e-governance. Our strong Student Information Management System (SIMS) automates procedures including registration, admissions, and academic record management while centralising student data. This system improves the accuracy and accessibility of student information for faculty, staff, and students while also reducing administrative effort.

2.   Financial Management

E-governance projects have brought digital financial reporting tools and online fee payment platforms to the fields of accounting and finance. By combining these technologies, financial transactions are processed on time, human error is reduced, and financial transparency is improved. Furthermore, regulatory compliance and accountability are maintained by digital audits and compliance monitoring systems.

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3. Employee Detail

Implementing an Employee Detail module within a College ERP system centralizes faculty and staff information, including personal details, qualifications, roles, and responsibilities, streamlining processes from recruitment to retirement. This integration ensures efficient management of payroll, performance evaluations, leave tracking, and training schedules while maintaining robust data security through role-based access controls. The ERP facilitates quick and secure access to employee information across departments, supports compliance with regulations, and generates insightful analytics for informed decision-making. By automating routine tasks and integrating seamlessly with other ERP modules, it enhances operational efficiency, promotes transparency, and optimizes resource allocation within the institution.

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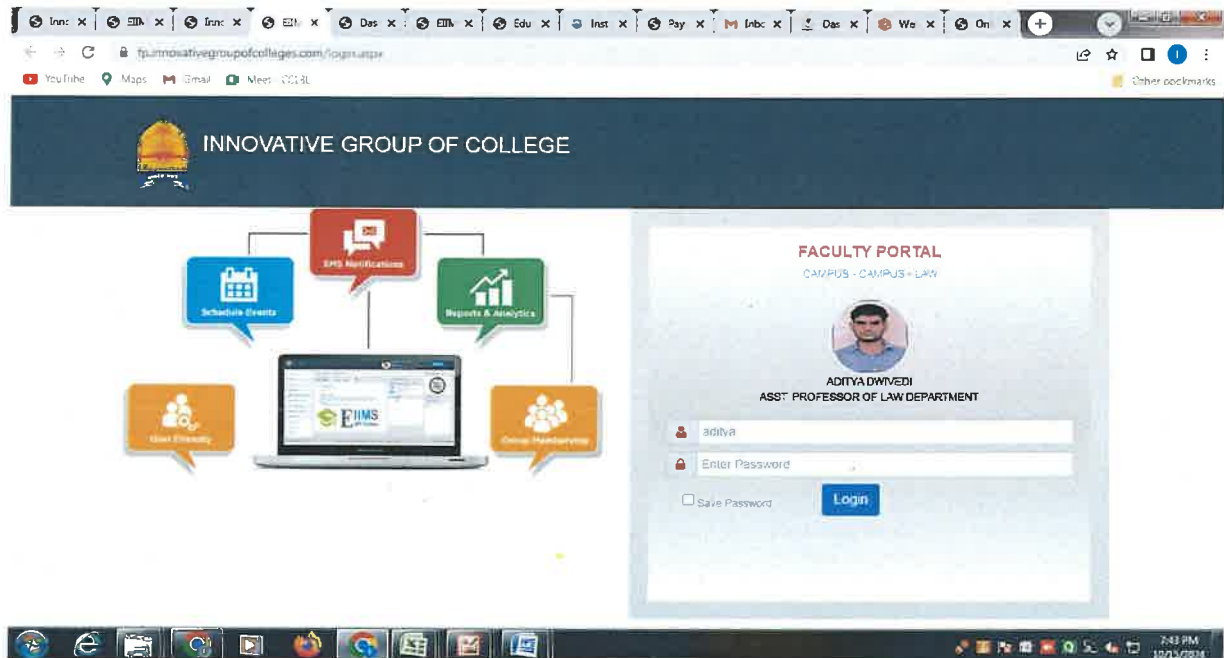Approved by Bar Council of India (BCI), Delhi & Affiliated To CCS University, Meerut, U. P.

Fig 1- Faculty Portal in ERP

4. Student Admission &Support

At Innovative Institute of Law , e-governance is crucial to student admission and support services. Our online admissions platform makes it easier for potential students to apply by streamlining the entire process from submission to merit-based selection. Digital platforms that offer academic support services, counselling, and grievance redress also help to create a student-focused atmosphere that promotes overall development.

5. Examination System

To guarantee speed, integrity, and fairness in the examination system, the college has implemented cutting-edge e-governance solutions. Online test administration systems with capabilities like remote proctoring and

plagiarism detection are used to provide safe, uniform exams. Processing and distributing results in real-time improves academic transparency and makes quick feedback for ongoing improvement possible.

6. **Library Services**

Library services are becoming dynamic, easily available resources for academic research and learning thanks to e-governance initiatives. Teachers and students can access a vast array of e-books, periodicals, and multimedia resources from a distance with our digital library management system. This platform gives users access to extensive information retrieval capabilities while facilitating cooperative learning and research activities.

7. **Campus Surveillance and Security**

At Innovative Institute of Law , e-governance plays a key role in ensuring campus safety. To monitor activities and protect the college community, access control technologies and CCTV surveillance systems are strategically placed around campus. These solutions encourage a safe and supportive learning environment for all parties involved in addition to thwarting security concerns.

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Conclusion

Innovative Institute of Law 's e-governance programmes are a prime example of our dedication to using technology to improve both operational and instructional quality. We keep moving forward towards becoming a digitally empowered school that puts openness, accountability, and student-centricity first in every aspect of college governance by incorporating ICT into administrative, academic, and security frameworks.

This report presents a thorough analysis of Innovative Institute of Law 's e-governance implementation across multiple domains, highlighting the advantages and effects of technology integration in improving overall institutional effectiveness and student results.

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