

IIHMR UNIVERSITY

Annual E-Governance Report

FY 2023-24

Prepared by

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Registrar

The IIHMR University

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Annual E-Governance Report for IIHMR University (2023-24)

Executive Summary

Over the past year, IIHMR University has made significant strides in its commitment to advancing e-governance. We have concentrated our efforts on enhancing digital infrastructure, improving online service delivery, ensuring data security, and fostering a more connected and engaged university community. This report outlines the key achievements, challenges, and future plans in our e-governance journey.

Key Achievements

S.No.	Initiatives taken during FY 2023-24 to strengthen processes through automation
1	HR Department - Implementation of new HR software (Beehive HRMS Suite) - Recruitment Management - HR Information System - Attendance Management - Leave Management - Payroll Management - Tour management - HR Old and current file scanning work - Half-yearly and annual online appraisal tool
2	Marketing Department - Integration of NPF with ERP and CollPoll - New question bank for IIHMRU MAT
3	Academic Department - Honorarium bill system - Strengthen or increase the utilization of existing features in the academic department - Additional information collection of the student (Medical, Subling, aadhar card, PAN card etc.) - Outcome-Based Education (OBE) - Give training to faculty and academic staff to strengthen the LMS. - Strengthen the Lecture Capturing system (LCS); regarding this, we have procured the Nikon Z 50 camera, lights and done the studio setup. - Classroom digital boards
4	Examination Department - Complete the examination process (preparation to post) setup on CollPoll - Online application for exam revolution
5	Accounts Department - LEO1 for online fee collection, Student ID card, Prepaid card and education loan facility for the students - High-speed scanner purchase for accounts
6	Admin Department - Inventory digitalization - Admin department stock upload on inventory software - Bill process, Stock management and issue-return, Gate pass work digitalization. - Request Generation, Comparison sheet preparation, Purchaser order preparation, Bill & PO upload on tool. - Strengthen or increase the utilization of Venue booking

7	Hostel and Guest House 1. Hostel Management 2. Leave system for hostlers 3. Hostel biometric attendance 4. Guest house management 5. Strengthen or increase the utilization of the existing feature
8	Library • Turnitin Originality subscription for AI writing detection score and the AI writing report • Visitor management tool developed. • Digital display installation
9	Placement / Alumni Department 1. Placement Dashboard development 2. Alumni Portal launch
10	Research Division A meeting was held with Dr. S.D. Gupta sir with Mr. Rajendra Singh - CollPoll team to discuss the research module development. Mr. Rajendra Singh - CollPoll team has demonstrated the research management module to Dr. S.D.Gupta sir and they will deliver this module in the next six months.
11	IT Department • Boardroom-Interactive digital display • Reception & President office – Digital display • Classroom – Interactive digital board for classroom teaching • New Auditorium- Digital display for stage • Canteen & MDP Center – TV/ Digital display • New video and photo shoot of the university • Light Sensor installation for electricity save • SLR Camera purchase for in-house videography/photography • High-speed scanner purchase for IT department to use on demand for other departments • Internet lease line upgrade from 250 MBPS to 1 GBPS • Google 360 tour new shoot of the campus • New Purchases of Laptops, desktops, Printers, Projectors • SEO work of IIHMRU website • Discard if IT equipment in E-waste • Upgradation of research analytics software (ATLAS.ti, IBM SPSS & AMOS, STATA, • Upgradation of old desktops in classrooms • Upgradation of Internet lease line 1GBPS

1. Digital Infrastructure Enhancement

Campus Wi-Fi Upgrade: We expanded our campus-wide Wi-Fi network, achieving 99% coverage and increasing bandwidth to support high-speed internet access for all students and staff.

2. Online Service Delivery

Student Portal Enhancements: Introduced new features to the student portal, including real-time grade tracking, online course registration, and virtual counselling services.

3. Data Security and Privacy



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Cybersecurity Initiatives: cybersecurity awareness campaign for staff and students, reducing phishing incidents.

Challenges Faced

Technical Issues: Despite significant improvements, occasional technical glitches disrupted online services. Ongoing monitoring and support teams are working to minimize these interruptions.

Digital Divide: Ensuring all students have equal access to digital resources remains a challenge. We are addressing this by increasing the availability of loaner laptops and expanding financial aid for internet services.

Future Plans

Green IT Initiatives: Committed to reducing our carbon footprint by adopting green IT practices, including energy-efficient data centres and promoting digital documentation to reduce paper usage.

Plan details as follows:

S.No.	Department	Plan for new FY 2024-25
1	HR Department	Searching and Implementation of new HR software in the replacement of Beehive HRMS Suite
2	Marketing Department	• Renewal of NoPaperForms with new features • Implement the GSM call center
3	Academic Department	• Strengthen or increase the utilization of existing features in the academic department • Additional information collection of the student (Medical, Subling, aadhar card, PAN card etc.) • Student leave approval system • NAAC Compliance and Accreditation analytics report • Outcome-Based Education (OBE) • Faculty engagement dashboard
4	Examination Department	• Transcript and mark-sheet printing from ERP in our format • Online payment collection for exam activity
5	Accounts Department	• The refund process needs to be set up as per our practice • Complete digitalization of fee collection
6	Admin Department	Inventory digitalization • Bill process, Stock management and issue-return, Gate pass work digitalization Strengthen or increase the utilization of • Venue booking • Tour / Taxi booking Campus Help Center (CHC) • Store requestion • Guest Management • Housekeeping • Maintenance

		• Lost and found • Medical • Cafetria Medical record management Courier management Contractor employee biometric attendance Transport management
7	Hostel and Guest House	• Strengthen or increase the utilization of the existing feature • Hostel biometric attendance • Mess management
8	Placement Department	Strengthen or increase the utilization
9	Paperless Boardroom	
10	Wi-Fi Network upgradation in the Hostel 1,2 and 3	

Financial Overview

Budget Allocation:

Capital Expenditure: 80.80 Lacs

Computer Software Exp: 67.49 Lacs (ERP AMC-3.25 Lacs, CollPoll Mobile App subscription-9.0 Lacs+ NoPaperForms-5.50 Lacs)

Conclusion

IIHMR University has made significant strides in its e-governance initiatives, fostering a more efficient, secure, and connected academic environment. While challenges persist, our strategic plans and ongoing investment in digital technologies position us well for future advancements.

We extend our gratitude to the entire university community for their support and collaboration in our e-governance efforts.

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