



M.C.E. Society's

**M. A. RANGOONWALA COLLEGE OF DENTAL
SCIENCES AND RESEARCH CENTRE, PUNE**

Recognized by Government of India &
Affiliated to Maharashtra University of Health Sciences, Nashik

2390-B, K. B. Hidayatullah Road, Azam Campus, Camp, Pune - 411 001. Maharashtra, India

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E-mail :- dean-mardental@azamcampus.org Website :- www.mardentalcollege.org

Ref. No. : MARDC /

Date :

**SUPPORTING POLICY
DOCUMENTS FOR
IMPLEMENTATION OF
E-GOVERNANCE**





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E-Governance Architecture

E-governance, also known as electronic governance, refers to the utilization of information and communication technologies (ICTs) such as Wide Area Networks, the Internet, and mobile computing, in various aspects of college administration and beyond. By leveraging various databases of regulatory bodies like Dental Council of India (DCI) and Maharashtra University of Health Sciences (MUHS) Nashik, e-governance promotes effectiveness, transparency, and accountability in the exchange of information and transactions.

Our college has implemented e-governance in following areas:

(1) Planning and Development –

The faculty at our college utilizes smart boards and ICT tools to enhance the teaching and learning experience. These resources encompass online study materials and e-resources, providing students with a comprehensive educational platform. Moreover, all lecture halls are equipped with smart boards, internet facilities, and audio-visual aids, ensuring an optimal learning environment for our students.

(2) Administration-

- The college office is connected to the Principal's office through the internet, allowing for online supervision by the management.
- High-speed internet facilities are available in every department, along with high-technology printers, to ensure the maintenance of proper documentation.
- CCTV cameras are installed in every department to enable the management, along with the Principal and Vice Principal, to monitor and ensure the smooth operation of departmental activities.
- Attendance for teaching staff, non-teaching staff and post graduate students is by using a biometric machine.
- The software developed by MUHS Nashik serves as a valuable tool for assessing the eligibility of undergraduate and postgraduate applicants seeking admission.
- The Dental Council of India relies on advanced software to seamlessly update student admission entries, streamlining the entire process through the CET cell. (College self assessment report)
- The Post graduate synopsis and dissertation is submitted through the MUHS portal.





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(3) Finance and Accounts –

- The accounts of the college are maintained through the Tally software.

(4) Student Admission and Support-

- Admission to our college is based on merit, determined through the NEET exam. Students can find all relevant information about the admission process on the MUHS and our college website.
- Furthermore, students have access to the State CET cell, which is a component of the admission regulatory authority. This admission portal provides students with additional resources and information for their application process.
- The DCI student database portal is easily accessible to all students.

(5) Examination-

- Our examination section boasts of being a fully electronically equipped department with high speed internet computers, scanning of answer sheets and online correction of papers.
- Ours was one of the first college to implement examination protocol as per directives of MUHS, Nashik.
- The practical examination marks for students at MUHS are updated using the university's online portal. Additionally, the submission of internal assessment marks is completed through the university's Internal Assessment Software.

(6) Implementation of E-Governance in all the Departments:

- Our college ensures that each department is fully equipped with the necessary technology and resources to support students in their learning journey. From computers with internet access to LCD projectors for presentations, a conducive environment for academic excellence is created and maintained.
- Additionally, our departments offer a wide range of e-journals and CD materials to enhance the interactive learning process and provide students with valuable resources for their studies.

a. Audio-Visual and E-Learning and Teaching Resources

- The Departmental computer utilized as a valuable tool for a variety of teaching and learning activities for both postgraduate (PG) and undergraduate (UG) students, the computer system plays a crucial role in maintaining records of attendance, progress reports, seminars, journal clubs (JCs), library dissertations, and thesis of PG students.





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- The clerical staff efficiently utilizes the computers for record maintenance, including notices, departmental circulars, file names, museum records, library book records, student logbooks, charts, and storing data and records of patients visiting the department. This ensures smooth operations and effective organization within the department.
- Faculty members rely on the computer system to prepare lectures, seminars, and maintain records of research and academic work, as well as the teaching timetable for students. Additionally, they use it to maintain inter-departmental records, enhancing communication and collaboration within the college.
- The computer system is also instrumental in maintaining records related to the National Assessment and Accreditation Council (NAAC), Inter and Intra departmental communication, and other committee records.
- Overall, the computer system serves as an essential tool in facilitating various administrative and academic tasks within the college, contributing to a more efficient and organized learning environment.
- Each department is equipped with a LCD projector to enhance the teaching and learning process for both postgraduate (PG) and undergraduate (UG) students. PG students utilize the projectors to present seminars, journal clubs, posters, papers, and special cases.
- Smart boards are available in lecture halls for staff to deliver lectures to undergraduate students. Additionally, during practical classes, smart boards are used for video demonstrations of carving and slide shows of histology diagrams.
- The digital library, equipped with multimedia facilities, provides access to e-journals, and other educational materials. The library is fully computerized using Vriddhi Library Software.
- Internet-based learning enhances the quality of education compared to traditional teaching methods. Information and Communication Technology (ICT) plays a crucial role in dental education, providing students with access to online resources such as articles on clinical and radiographic data. This allows students to study at their own pace and convenience.





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- The college provides internet facilities through departmental computers, enabling students to conduct research and access articles for academic purposes. Wi-Fi connectivity is available for all students and staff members, accessible through individual identity cards with barcode technology. This ensures seamless access to online resources and enhances the overall learning experience for everyone involved.
- In the library, books are issued through electronically enabled identity cards with bar-code technology.

b. Digital Equipment for Research and Patient care:

- Specialized software such as SOPRO and Zantac provided to the Pedodontics and preventive dentistry department is used to minimize radiation exposure for children.
- Orthopantogram system software is utilized to capture panoramic X-rays.
- In the Conservative and Endodontic department, Kodak Carestream PSP RVG software is used.
- The Oral medicine and Radiology department utilizes CBCT by Carestream and Kodak RVG for imaging purposes.
- Photomicrographic morphometric analysis is conducted using LAS version 462 (LEICA) software from Leica Microsoft Limited

(7) Use of Social media as a learning and communication tool-

- Postgraduate and undergraduate students utilize social media platforms to exchange and promptly access information, reviews, and solutions to their dental education challenges.
- Departmental staff and students stay connected through WhatsApp groups to share subject-related information.
- The departmental WhatsApp group serves as a means of communication for college circulars and important updates on academic activities..





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(8) The Implementation of E-governance amongst the non teaching staff :

- The administration and technical staff at our college is trained in the use of Microsoft Office especially Excel and have received basic computer education.
- As part of our staff welfare program, we offer computer refresher courses through PAI Academy to our non-teaching staff. These courses are designed to enhance their proficiency in basic computer operations.
- Those interested in more advanced training in computers also have access to Pai Academy to pursue it.
- The technical staff must be proficient in the maintenance and operation of digital equipment installed for patient care.
- The IT Department on campus is responsible for maintaining computers and other technical equipment, such as smart boards, LAN, Printers.

(9) The Implementation of E-governance amongst the Teaching staff :

- The faculty at our college is skilled in utilizing Microsoft Office applications such as Word, PowerPoint, and Excel.
- Regular refresher courses are conducted to enhance the presentation abilities of our teaching staff.
- Hands-on demonstrations are provided for the utilization of digital tools like intraoral scanners and technical equipment such as smart boards.
- Seminars and workshops are organized to train our faculty on utilizing various platforms.



PRINCIPAL

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