

# SAROJA EDUCATIONAL TRUST

No-34, Vellalar Colony East, Nagercoil - 629 001, Kanyakumari District, Tamil Nadu, South India.  
E.mail: sarojaeducationaltrust@gmail.com

**K. Neelamarthandan**  
Chairman

Date:.....

29.11.2023

## ABSTRACT RESOLUTION

The following resolution was taken at the 11<sup>th</sup> meeting of the Board of Management of Rohini College of Engineering and Technology, Palkulam vide meeting no. BoM:11 dated 29<sup>th</sup> November, 2023:

### Resolution No. : RCET/17/BoM/11/29.11.2023:

The Chairman informed the Board members about the necessity of E-Governance implementation in the institution. The role of each E-Governance and its needs are explained. E-Governance implementation has been made for Finance and Accounts, Administration, Student Admission and Support, Examination Management and Library. The modules supplied vendors for the respective e-governance platform is listed as

LIBSOFT Solutions & KOHA	-	Library software module
Bluechip Informatrix	-	Finance software (Tally) module
CAMU (Octoze Technologies)	-	Administration software module

For the implementation of these software, as per the ERP document, adequate training was given by the owners of the module and staff members. With a view of streamlining the process in the academic year 2023-2024, implementation of these modules is carried out in a phase-wise manner. The implementation report was accepted by the Board after necessary discussion with the module owners and perception on the details of e-governance implementation.

### Members Present:

1. Thiru.K.Neela Marthandan, Chairman
2. Dr.N.Neela Vishnu, Pro-Chairman
3. Dr.V.M.Blessy Geo, Managing Director
4. Dr.R.Rajesh, Principal

  
**PRINCIPAL**  
Rohini College of Engineering & Technology  
Anjugramam Kanyakumari Main Road.  
Palkulam, Varyoor (P.O.) - 629 401  
Kanyakumari District, Tamil Nadu.



  
Chairman  
Rohini College of Engineering & Technology,

# ROHINI COLLEGE OF ENGINEERING AND TECHNOLOGY, PALKULAM

## Annual E-Governance Report

2023-24

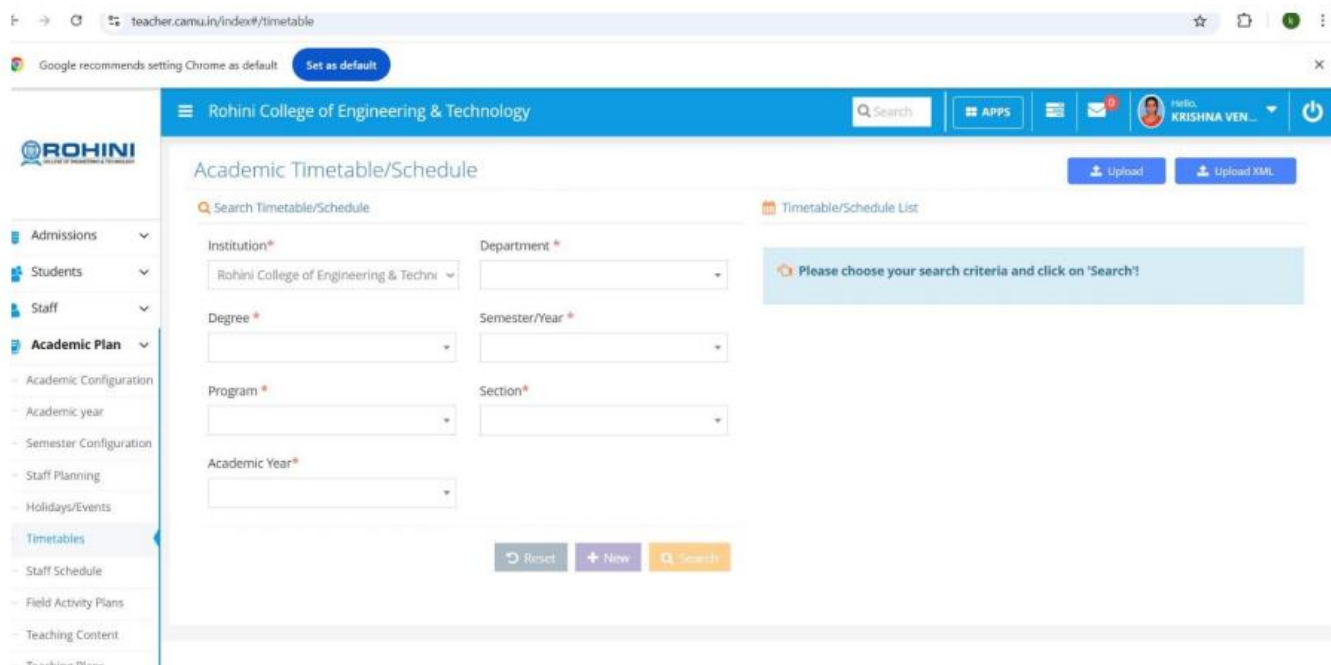
RCET has drafted the policy for implementation of E-Governance in various administration and academic activities of the institution from the academic year 2012-13 to accelerate the functioning and development of the institution in terms of efficiency and reliability with digitalization.

### Implementation of E-governance in areas of operation

E-governance is implemented in the following areas of operation in RCET:


#### 1. Administration

The key concept of utilizing Camu is to assist Course materials, previous year Anna University question papers, conduction of Quiz, assignment submission and evaluation, assessment marks, and attendance details are entered in Camu software platform and communicated to the students.



The screenshot displays the Camu Administration portal interface. The browser address bar shows 'teacher.camu.in/index#/timetable'. The page title is 'Rohini College of Engineering & Technology'. The main content area is titled 'Academic Timetable/Schedule' and features a search form with the following fields: Institution\* (Rohini College of Engineering & Techni), Department\*, Degree\*, Semester/Year\*, Program\*, Section\*, and Academic Year\*. There are 'Reset', '+ New', and 'Search' buttons at the bottom of the form. A message box on the right says 'Please choose your search criteria and click on 'Search!'. The left sidebar contains a navigation menu with options like Admissions, Students, Staff, Academic Plan, Academic Configuration, Academic year, Semester Configuration, Staff Planning, Holidays/Events, Timetables, Staff Schedule, Field Activity Plans, Teaching Content, and Teaching Plans.

Camu: Administration portal

  
PRINCIPAL  
Rohini College of Engineering & Technology  
Anjugramam Kanyakumari Main Road,  
Palkulam, Varrayoor (P.O.) - 629 401  
Kanyakumari District, Tamil Nadu.

## 2. Examination

Camu portal entry of Examination forum favours easy access of entering student's internal test marks and assignment marks of theory courses and both internal and external marks of Laboratory courses. Camu platform is used for entering internal exam details periodically.

The screenshot shows the 'Define Exams' page in the Camu portal. The page title is 'Define Exams' and it is part of the 'Exam Mgmt.' section. The interface includes a search bar, a user profile (Hello, KRISHNA VEN...), and a navigation menu on the left. The main content area has a 'Selection:' section with the following fields:

- Institution\*: Rohini College of Engineering & Technol
- Department\*: [Dropdown]
- Degree\*: [Dropdown]
- Semester/Year\*: [Dropdown]
- Program\*: [Dropdown]
- Examination\*: [Dropdown]

At the bottom of the form, there are three buttons: 'Find Exam Definition', 'Download', and 'Cancel'.

### Camu: Examination portal

## 3. Admission

Students can utilize the online admission form for filling up the application. Admission portal is used for entering the student details (admitted through Management Quota) in Tamil Nadu Engineering Admissions.


The screenshot shows the 'Online Application Schedule' page in the Camu portal. The page title is 'Online Application Schedule' and it is part of the 'Admissions' section. The interface includes a search bar, a user profile (Hello, KRISHNA VEN...), and a navigation menu on the left. The main content area has the following fields:

- Institution\*: Rohini College of Engineering & Technology
- Admission Year\*: 2023-2024

At the bottom of the form, there are buttons for 'Upload schedules', 'Download', 'Upload', '+ New', and 'Edit'. Below the form is a table with the following data:

Institution	Admission Year	Program Type	Total No. of Programs	Start date	End Date	Add Application
Rohini College of Engineering & Technology	2023-2024	Bachelor	8	01-Jun-2024	12-Jun-2024	Add
Rohini College of Engineering & Technology	2023-2024	Master	6	01-Jun-2024	12-Jun-2024	Add

### Camu: Admission portal

  
PRINCIPAL  
Rohini College of Engineering & Technology  
Anjugramam Kanyakumari Main Road,  
Palkulam, Varrayoor (P.O.) - 629 401  
Kanyakumari District, Tamil Nadu.

#### 4. Finance and Accounts

Tally Business Solutions is used for handling the entry of student details like name, address, course, fees, scholarship, etc. Camu platform is used for paying the fees and verify the fees balance.

**Billing Item Category**

Institution: Rohini College of Engineering & Technolog

S.No	Billing Item Category	Bank Details	Remarks	History
1	Tuition Fee	-	-	<a href="#">Edit</a>
2	Admission Fee	-	-	<a href="#">Edit</a>
3	Exam Fee	-	-	<a href="#">Edit</a>
4	Sports, Cultural & Club Activities Fee	-	-	<a href="#">Edit</a>
5	Miscellaneous Fee	-	-	<a href="#">Edit</a>
6	ADW Course Fee	-	-	<a href="#">Edit</a>
7	Hostel Fee	-	-	<a href="#">Edit</a>

### Camu: Finance portal

**Day Book** For 23 Dec-24

Date	Particulars	Vch Type	Vch No.	Debit Amount	Credit Amount
23-Dec-24	[Q] Bank A/c - ICICI - 1553 - Canteen - Card Swipe	Contra	1878		6,086.00
23-Dec-24	[Q] Bank A/c - ICICI - 1558 - Store - Card Swipe	Contra	1879		358.00
23-Dec-24	[Q] Bank A/c - ICICI - 1001562 - Main - Card Swipe (Anjugramam)	Contra	1880		60,000.00
23-Dec-24	AAA - MAIN CASH	Contra	1881		8,162.00
23-Dec-24	Transport Maintenance	Payment Cash	PC-3514	1,800.00	
23-Dec-24	Transport Maintenance	Payment Cash	PC-3515	8,675.00	
23-Dec-24	Repairs and Maintenance	Payment Cash	PC-3516	680.00	
23-Dec-24	Postage & Telegram & Courier Expenses	Payment Cash	PC-3517	500.00	
23-Dec-24	[HE] Head Office Expenses (FOTM) [HO Exp.]	Payment Cash	PC-3518	2,000.00	
23-Dec-24	Staff Adv:Prince Sahaya Sutherson, HOD/Mech	Payment Cash	PC-3519	300.00	
23-Dec-24	L: End Semester Exam Remuneration Expenses (External Examiner)	Payment Cash	PC-3520	36,400.00	
23-Dec-24	L: End Semester Exam Remuneration Expenses (Internal Examiner)	Payment Cash	PC-3521	4,400.00	
23-Dec-24	STAFF ADV: JEYA SHEEBHA / OFFICE	Payment Cash	PC-3522	15,000.00	
23-Dec-24	Loading and Unloading Charges	Payment Cash	PC-3523	450.00	
23-Dec-24	Loading and Unloading Charges	Payment Cash	PC-3524	200.00	
23-Dec-24	Travel and Conveyance expenses	Payment Cash	PC-3525	100.00	
23-Dec-24	Travel and Conveyance expenses	Payment Cash	PC-3526	200.00	
23-Dec-24	Travel and Conveyance expenses	Payment Cash	PC-3527	250.00	
23-Dec-24	Travel and Conveyance expenses	Payment Cash	PC-3528	200.00	
23-Dec-24	STAFF ADV:DR.RAJESH / PRINCIPAL	ADV:Refund	129		13,610.00
23-Dec-24	Staff Adv: SIVAKUMAR .P (TRANSPORT) - [COMMON]	ADV:Refund	130		975.00
23-Dec-24	STAFF ADV: JEYA SHEEBHA / OFFICE	ADV:Refund	131		41,000.00
23-Dec-24	Balaji Traders - Nagercoil - 9095450416	Bank Receipt	RB-1808		6,250.00
23-Dec-24	Food & Republic Collection	Receipt Cash	RC-2036		7,670.00
23-Dec-24	24500075 MIDHUN HARIHARAN V	Fee Journal Single	FS/6531	200.00	
23-Dec-24	24100257 GRAJENCY NADAR	Fee Journal Single	FS/6532	200.00	
23-Dec-24	23500031 ANUSREE C	Fee Journal Single	FS/6533	60.00	
23-Dec-24	24100104 SUBIKSHA T	Fee Journal Single	FS/6534	200.00	
23-Dec-24	24100188 HARISH M	Fee Journal Single	FS/6535	200.00	
23-Dec-24	24200019 ANISH V	Fee Journal Single	FS/6536	200.00	
23-Dec-24	24100015 ARUN S	Fee Journal Single	FS/6537	200.00	

### Tally: Accounts portal

  
**PRINCIPAL**  
 Rohini College of Engineering & Technology  
 Anjugramam Kanyakumari Main Road,  
 Palkulam, Varyoor (P.O.) - 629 401  
 Kanyakumari District, Tamil Nadu.

## 5. Library

Libsoft platform and KOHA platform enable easy access of availability of books in the library just through the details like book title, author names.

The screenshot shows the KOHA library portal interface. The browser address bar displays the URL: `rcetstaff.2cqrkoha.com/cgi-bin/koha/members/moremember.pl?borrowernumber=1`. The page title is "Admin Rohini College of Engineering & Technology". The main content area shows the details for a patron named "ADMIN ADMIN (ADMIN)".

**Contact information:**

- Show checkouts to guarantor: No
- Show charges to guarantor: No

**Library use:**

- Card number: ADMIN
- Borrowernumber: 1
- Category: 2CQR (2CQR)
- Registration date: 2024-07-05
- Expiration date: 2107-10-05
- Library: Rohini College of Engineering & Technology
- Username: Admin
- Password: \*\*\*\*\*
- Password expires: Never
- Protected: No
- Preferred language for notices:
- Address in doubt: No
- Card lost: No

**Additional attributes and identifiers:** (Empty list)

**Patron messaging preferences:**

	Days in advance	Email	Digests only
Item due	-	<input type="checkbox"/>	<input type="checkbox"/>
Advance notice	0	<input type="checkbox"/>	<input type="checkbox"/>

### KOHA: Library portal

The screenshot shows the LIBSOFT library portal interface. The browser address bar displays the URL: `LIBSOFT 19 Thursday September 2024`. The page title is "Rohini College of Engineering and Technology". The main content area features a navigation menu on the left and a central window displaying software information.

**Navigation Menu:**

- ACCESSION
- BOOK
- JOURNAL
- MULTIMEDIA
- CLASSIFICATION
- MEMBERSHIP
- ABOUT LIBSOFT
- CIRCULATION
- ISSUE
- RETURN
- RENEWAL
- RESERVATION
- EXIT

**Central Window (ABOUT LIBSOFT):**


Integrated Library Management Software for Windows (LIBSOFT - Server Version 4.1 Developed by LIBSOFT SOLUTIONS)

C. O. ALEX  
LIBSOFT SOLUTIONS  
ZION TOWER,  
Ulloor-Akkulam Road,  
Medical College (PO),  
Thiruvananthapuram-11  
Email: mail@libsoft.org  
Web: www.libsoft.org  
Mobile: 9447272199

This product licensed to  
The Principal, Rohini College of Engineering & Technology, Paalkulam, Varyoor (PO), Kanyakumari, Customer ID: LIB-212-1-219

Warning: This program is protected by Copyright law. Unauthorized reproduction or distribution of this program may result in severe civil and criminal penalties.

### LIBSOFT: Library portal

  
**PRINCIPAL**  
 Rohini College of Engineering & Technology  
 Anjugramam Kanyakumari Main Road,  
 Paalkulam, Varyoor (P.O.) - 629 401  
 Kanyakumari District, Tamil Nadu.

**ROHINI COLLEGE OF ENGINEERING AND TECHNOLOGY**  
**EXPENDITURE PROPOSED IN DETAIL**

Particulars	Budget for 2023-24	Utilisation for 2023-24	Percentage
<b>Infrastructure Augumentation</b>			
Building	2,50,00,000.00	2,35,13,119.00	94.05%
Camera	4,00,000.00	2,50,000.00	62.50%
Computer	60,00,000.00	55,13,900.00	91.90%
Car	6,00,000.00	5,00,000.00	83.33%
Electrical Vehicle	6,00,000.00	5,40,000.00	90.00%
Furniture	5,00,000.00	4,11,080.00	82.22%
Generator	5,00,000.00	4,33,748.00	86.75%
Lab Interior	3,00,000.00	2,62,000.00	87.33%
Printer	50,000.00	8,200.00	16.40%
Smart Board	6,00,000.00	5,50,000.00	91.67%
Air Conditioner	2,00,000.00	1,25,000.00	62.50%
Bus	90,00,000.00	72,87,000.00	80.97%
Lab Equipment	90,00,000.00	83,78,482.00	93.09%
	5,27,50,000.00	4,77,72,529.00	90.56%
<b>Academic Maintenance</b>			
Electrical Maintenance	1,00,000.00	64,897.00	64.90%
Equipment Maintenance	14,00,000.00	12,05,585.00	86.11%
Lab Consumables	6,50,000.00	5,96,542.00	91.78%
Repairs and Maintenance	16,25,000.00	15,31,424.00	94.24%
Electricity Charges	55,00,000.00	51,50,729.00	93.65%
Professional Tax	4,00,000.00	3,71,465.00	92.87%
Software Expenses	20,00,000.00	18,88,552.00	94.43%
	1,16,75,000.00	1,08,09,194.00	92.58%
<b>Physical Maintenance</b>			
Petrol / Diesel Expenses	1,40,00,000.00	1,20,57,021.62	86.12%
Bus Insurance	20,00,000.00	17,56,218.00	87.81%
Road Tax Payment	9,00,000.00	8,00,730.84	88.97%
Sports Expenses	4,00,000.00	3,22,798.00	80.70%
Telephone And Internet Charges	14,50,000.00	13,42,204.51	92.57%
Bus/Vehicle Maintenance	35,00,000.00	30,26,944.55	86.48%
Garden Maintenance	23,00,000.00	20,34,684.00	88.46%
	2,45,50,000.00	2,13,40,601.52	86.93%



**PRINCIPAL**

Rohini College of Engineering & Technology  
Anjugramam Kanyakumari Main Road.  
Palkulam, Varyoor (P.O.) - 629 401  
Kanyakumari District, Tamil Nadu.

For David and Co



**S.DAVID CHARLI**  
Proprietor

**Staff benefits**

EPF	2,50,000.00	1,70,607.00	68.24%
ESI	1,50,000.00	1,08,014.00	72.01%
Salary	6,50,00,000.00	6,24,07,110.00	96.01%
Staff Allowances	3,50,000.00	3,20,000.00	91.43%
Staff Welfare Expenses	20,00,000.00	18,91,156.00	94.56%
	6,77,50,000.00	6,48,96,887.00	95.79%

**Research and Development**

Appreciation to Faculties	10,00,000.00	9,17,241.00	91.72%
Appreciation to Students	8,00,000.00	7,69,805.00	96.23%
Funding Project	12,50,000.00	11,62,385.00	92.99%
Publication	3,50,000.00	3,42,200.00	97.77%
Research Seed Money	5,00,000.00	4,45,150.00	89.03%
Sponsors Students Project	10,00,000.00	8,16,134.00	81.61%
	49,00,000.00	44,52,915.00	90.88%

**Library**

Library	15,00,000.00	13,84,621.00	92.31%
	15,00,000.00	13,84,621.00	92.31%

**Others**

Admission Expenses	23,00,000.00	21,34,060.00	92.79%
Advertisement Expenses	35,00,000.00	30,41,183.10	86.89%
Anna University Affiliation Expen	40,00,000.00	35,09,334.00	87.73%
Anna University Recognition Fees	20,00,000.00	18,55,110.00	92.76%
Anna University Exam Fee	1,25,00,000.00	1,18,30,300.00	94.64%
Anna University Self Finance Fee	2,50,000.00	2,22,050.00	88.82%
Anna University Approval Expen	20,00,000.00	18,79,500.00	93.98%
Audit Fees	1,50,000.00	63,820.00	42.55%
Bank Charges	1,00,000.00	86,502.66	86.50%
Placement Training Expenses	15,00,000.00	13,75,012.00	91.67%
Staff Training Expenses	10,00,000.00	9,79,450.00	97.95%
Travelling and Conveyance Expen	7,50,000.00	6,84,311.00	91.24%
Miscellaneous Expenses	2,57,000.00	2,24,973.00	87.54%
Certificate Verification Fees	60,000.00	25,800.00	43.00%
College Events Expenses	28,00,000.00	25,49,839.00	91.07%
Donation	2,00,000.00	1,43,900.00	71.95%
Exam Remuneration	7,00,000.00	5,59,135.00	79.88%
Exam Remuneration- Diploma	2,00,000.00	1,71,374.00	85.69%
Exam Fee Diploma	4,00,000.00	3,21,985.00	80.50%
Guest Lecture Expenses	75,000.00	56,956.00	75.94%


**PRINCIPAL**

Rohini College of Engineering & Technology  
Anjugramam Kanyakumari Main Road.  
Palkulam, Varkulam (P.O.) - 629 401  
Kanyakumari District, Tamil Nadu.

For David and Co


**S.DAVID CHARLI**  
Proprietor

Graduation day expenses	3,00,000.00	2,45,960.00	81.99%
Loading & Unloading Charges	2,00,000.00	1,55,274.00	77.64%
Lab Consumables	10,43,000.00	9,88,323.00	94.76%
Merit cum Scholarship	5,50,000.00	4,00,000.00	72.73%
Mess Expenses	95,00,000.00	89,08,829.70	93.78%
NSS, YRC, Rotary Club	1,50,000.00	1,31,032.00	87.35%
Newspaper & Periodicals	4,00,000.00	3,61,549.00	90.39%
Placement Expenses	7,50,000.00	6,15,184.00	82.02%
Postage & Courier	50,000.00	27,408.00	54.82%
Printing & Stationary Expenses	20,00,000.00	17,16,785.00	85.84%
Rent & Amenties	4,25,000.00	4,21,340.00	99.14%
Students Welfare	25,000.00	23,329.00	93.32%
Store Expenses	1,00,000.00	78,799.00	78.80%
TDS Filing Charges	15,000.00	10,313.20	68.75%
TDS on Advertisement	1,00,000.00	70,960.00	70.96%
TDS on Salary	4,50,000.00	3,65,620.00	81.25%
TDS on Consultancy Fee	50,000.00	20,000.00	40.00%
Travelling Expenses	20,00,000.00	16,83,376.42	84.17%
Tutioin Fee Waiver Scholarship	9,00,000.00	8,00,000.00	88.89%
Uniform Expenses	20,00,000.00	17,64,172.00	88.21%
	<b>5,57,50,000.00</b>	<b>5,05,02,849.08</b>	<b>90.59%</b>

For David and Co



**S.DAVID CHARLI**  
Proprietor



**PRINCIPAL**

**Rohini College of Engineering & Technology**  
Anjugramam Kanyakumari Main Road.  
Palkulam, Varyoor (P.O.) - 629 401  
Kanyakumari District, Tamil Nadu.