

1. Launch of Parents Alarm App. To strengthen communication between parents college, we have launched an application “parentsalarm.com”. Teachers are using this app to apprise parents about their wards attendance, class performances, results, assignments etc. Parents can also communicate with the college through this app. The college uses the Parents Alarm App for the transparent functioning of Accounts department also. The same software is used to generate various reports like Consolidated Day Book, General Day Book, Daily Cash Collection reports.

The college uses this app for E-governance for transparent functioning of Finance and Accounts department of the college. This helps to increase the efficiency of staff towards the accuracy in financial transactions. The college conducts regular audit of annual books of accounts. The administrative office keeps the all financial records separately as per the events and transactions made for. The administrative office maintains the Books of Accounts properly which helps in auditing procedure.

2. The management of the college implemented KRA system for the employees. KRA stands for key responsibility areas and job description of an employee. KRA broadly define the job profile for the employee and enable them to have better clarity of their role. KRAs are well-defined, quantifiable, and easy to measure. It also helps employees to align their role with that of the organisation. KRAs are broad categories or topics on which the employee has to concentrate during the year. The next step is to define objectives and standards for each KRA which should be easily quantifiable. KRAs document the specific areas in which an employee is expected to work. The specific areas are -

Academia: It comprises of syllabus coverage, Results, Attendance, etc.

Improvement / Initiatives: - Consisting discipline like attendance, college uniform, safety issues and co-curricular activities.

Student’s development: - Low achiever and high performer, personality development programs, conference, seminars etc.

Parents Interaction:- Parent-Teacher meetings, Interaction with parents of low achievers / Indiscipline students.

Special Projects:- Building responsible students, paper presentation and publications, carrier progression

This system helped administration management to track their performance and led them to gain new skills which were imperative for the next level. It results in the development and growth of both the employee and the organization. KRA also helped the organization to meet the objectives and build up high level efficiency. On the basis of achievements, the employees are rewarded and this promotes motivation and inspiration to perform optimally.

KRA quantify the experience and clarify the benefits of employees in the yearly basis and helped the management to allocate the resources which is of greatest value.