

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

I. Details of the Institution

1.1 Name of the Institution

COLLEGE OF SOCIAL WORK

1.2 Address Line 1

NIRMALA NIKETAN

Address Line 2

38, NEW MARINE LINES

City/Town

MUMBAI

State

MAHARASHTRA

Pin Code

400 020

Institution e-mail address

nn@cswnn.edu.in

Contact Nos.

022 22002615; 022 22067345

Name of the Head of the Institution:

DR. GEETA BALAKRISHNAN

Tel. No. with STD Code:

022 22002615; 022 22067345

Mobile:

09820327249; 09892874410

Name of the IQAC Co-ordinator:

MS ANJALI KANITKAR

Mobile:

9820327249

IQAC e-mail address:

iqaccsw@gmail.com or
iqaccsw@cswnn.edu.in

1.3 **NAAC Track ID** (For ex. *MHCOGN 18879*)

MHCOGN10106

1.4 **NAAC Executive Committee No. & Date:**

March 31, 2007/RA/007

1.5 Website address:

www.cswnn.edu.in

Web-link of the AQAR:

http://cswnn.edu.in/naac/aqar_2013_14.pdf

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	5 stars	75+	2001	2001-2006
2	2 nd Cycle	A+	930/1000	2007	2007-2012

1.7 Date of Establishment of IQAC: DD/MM/YYYY

07/04/2004

1.8 AQAR for the year (*for example 2010-11*)

2013-2014

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

- i. AQAR _____ 2007-2008 _____ (28/06/2008)
- ii. AQAR _____ 2008-2009 _____ (14/11/2014)
- iii. AQAR _____ 2009-2010 _____ (12/07/2010)
- iv. AQAR _____ 2010-2011 _____ (29/10/2011)
- v. AQAR _____ 2011-2012 _____ (28/01/2013)
- vi. AQAR _____ 2012-2013 _____ (14/11/2014)
- vii. AQAR _____ 2013-2014 _____ (17/12/2014)

1.10 Institutional Status

University State Central Deemed

Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution	Co-education	<input checked="" type="checkbox"/>	Men	<input type="checkbox"/>	Women	<input type="checkbox"/>
	Urban	<input checked="" type="checkbox"/>	Rural	<input type="checkbox"/>	Tribal	<input type="checkbox"/>
Financial Status	Grant-in-aid	<input checked="" type="checkbox"/>	UGC 2(f)	<input checked="" type="checkbox"/>	UGC 12B	<input checked="" type="checkbox"/>
	Grant-in-aid + Self Financing	<input checked="" type="checkbox"/>	Totally Self-financing	<input type="checkbox"/>		

1.11 Type of Faculty/Programme

Arts	Science	<input type="checkbox"/>	Commerce	<input type="checkbox"/>	Law	<input type="checkbox"/>	PEI (Phys	<input type="checkbox"/>
Edu)	<input checked="" type="checkbox"/>							

TEI (Edu)	<input type="checkbox"/>	Engineering	<input type="checkbox"/>	Health Science	<input type="checkbox"/>	Management	<input type="checkbox"/>
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Others (Specify)

SOCIAL WORK

1.12 Name of the Affiliating University (*for the Colleges*)

UNIVERSITY OF MUMBAI

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University	<input type="checkbox"/>	No
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University with Potential for Excellence	<input type="checkbox"/>	No	UGC-CPE	<input type="checkbox"/>	No
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DST Star Scheme	<input type="checkbox"/>	No	UGC-CE	<input type="checkbox"/>	No
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<input type="checkbox"/>	<input type="checkbox"/>	No
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UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="5"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="1"/>
2.3 No. of students	<input type="text" value="0"/>
2.4 No. of Management representatives	<input type="text" value="1"/>
2.5 No. of Alumni	<input type="text" value="0"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="0"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="0"/>
2.8 No. of other External Experts	<input type="text" value="1"/>
2.9 Total No. of members	<input type="text" value="8"/>
2.10 No. of IQAC meetings held	One
2.11 No. of meetings with various stakeholders:	No. <input type="text" value="3"/> Faculty <input type="text" value="Two"/> Non-Teaching Staff <input type="text" value="One"/> Students <input type="text" value="Nil"/> Alumni <input type="text" value="NIL"/> Others
2.12 Has IQAC received any funding from UGC during the year?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
If yes, mention the amount	<input type="text" value="Rs 3, 00,000"/>
2.13 Seminars and Conferences (only quality related)	
(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC	
Total Nos.	<input type="text"/> International <input type="text" value="1"/> National <input type="text"/> State <input type="text"/> Institution Level <input type="text"/>
(ii) Themes	<input type="text" value="International Seminar on “Political Economy of Water: A Social Work Response”"/>

2.14 Significant Activities and contributions made by IQAC

The IQAC proposed, planned and facilitated the execution of the International Seminar on Political Economy of Water.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
<ol style="list-style-type: none"> 1. Facilitate the International Conference planned and raise funds for the same 2. International Collaborations to be continued and new ones explored 	<ol style="list-style-type: none"> 1. The International Conference on “Political Economy of Water” was held on December 19-21. 2014. Rs 13, 89,501/- lakhs were raised for the same. 2. International collaborations: <ol style="list-style-type: none"> a. Dr Purnima George conducted a 5-day Workshop on Research Epistemology for faculty members in June 2013. Publishing a book on College interventions in Community Work was discussed. b. Dr Janki from Calgary University c. Dr Thomas Idiculla from Maclean Hospital, Boston, USA d. Dr Carol Cohen and Dr Subhadra Panchnadeswaran from Adelphi, NY, USA e. 19 faculty members and bureaucrats connected with the Dept of Education and Counselling, Kabul University, Afghanistan 3. A student from HeS-SO University

3. International Exchange Programmes to continue	spent two months attending classes and field work 2 faculty members attended the International Teaching Week at HeS-SO in May 2013
4. Understand the Career Advancement Scheme proposed by UGC under the 6 th Pay Commission to facilitate faculty members to access it	4. Two sessions were held on CAS so that staff members who are due for the next scale are facilitated to put forward their applications
5. Constitute sub-committees to work towards 3 rd Cycle of NAAC accreditation	5. Sub-committees for Criterion-wise RAR formed and began functioning.

** Attach the Academic Calendar of the year as Annexure.*

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate N Any other body LMC

Provide the details of the action taken

Significant Achievements of the Year:

- International Conference successfully conducted.
- Students and staff participated in Disaster Relief and Rehabilitation at Uttarakhand; work appreciated by affected people and agencies working in area.

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	1	0	0	0
PG	1	0	0	0
UG	1	0	0	0
PG Diploma	0	0	1	0
Advanced Diploma	0	0	0	0
Diploma	1	0	1	0
Certificate	3	1	4	0
Others	0	1 (on-line Peace Education)	0	0
Total	7	2	6	0

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options - **ELECTIVE**

OPTION

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	2
Trimester	0
Annual	3

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(*On all aspects*)

Mode of feedback : Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

No revision made in the syllabi this year.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

No.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
20	9	9		1

2.2 No. of permanent faculty with Ph.D.

10

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
2	0	0	0	0	0	1	1	3	1

2.4 No. of Guest and Visiting faculty and Temporary faculty:

Guest: 87

Visiting: 9

Temporary: 1

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	17	22	2
Presented papers	11	1	2
Resource Persons	1	6	1

2.6 Innovative processes adopted by the institution in Teaching and Learning:

The College continued to use interactive techniques in the teaching-learning process.

2.7 Total No. of actual teaching days during this academic year

180 days as per University norms

2.8 Examination/ Evaluation Reforms initiated by the Institution
(for example: Open Book Examination, Bar Coding, Double
Valuation, Photocopy, Online Multiple Choice Questions)

Within purview of
University

2.9 No. of faculty members involved in curriculum restructuring /revision/
syllabus development as member of Board of Study/Faculty/Curriculum
Development workshop

2.10 Average percentage of attendance of students

90%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BSW	50	2 (4%)	19 (38%)	25 (50%)		92%
MSW	56	0	23 (42%)	30(54%)		96%

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

The IQAC facilitates conducting of Seminars and Conferences at state, national and international levels so that students and staff get an exposure to wider information and perspectives. The IQAC also reviews actions taken for student support in the College.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	2
UGC – Faculty Improvement Programme	4
HRD programmes	
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	2
Staff training conducted by other institutions	

Summer / Winter schools, Workshops, etc.	20
Others	10

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff (Grant)	12	0	3	0
Technical Staff (Non Grant)	7	0	0	0
Administrative Staff (Non Grant)	14	0	2	0

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

Faculty members were apprised well in advance of the applications to be made for Major and Minor research grants to various sponsoring agencies and requested to suggest/take up topics for research.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Four			Four
	Workshop on Research Methodology		1.20	Yes
	One Day Training Programme on “Needs Assessment and its implications for CSR projects/programmes”		3.22	Yes
	Evaluation of Vidyadeep Community College, Bharuch, Gujrat		1.00	Yes
	Addressing Child Malnutrition in Maharashtra: 1000 Day Window of Opportunity		1.21	Yes
Outlay in Rs. Lakhs	3.73			

3.3 Details regarding minor projects

	Completed	Ongoing	Sanct ioned	Sub mitted
Number	One	One		
		Impact Assessment of Resettlement Implementation – Mumbai Urban Transport Project		
	Impact Assessment study on the CSR initiatives by Mahindra & Mahindra group		3.67	Yes
Outlay in Rs. Lakhs	3.67			

3.4 Details on research publications

	International	National	Others
Peer Review Journals	1	5	-
Non-Peer Review Journals	-	-	4
e-Journals	-	-	-
Conference proceedings	07	-	-

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	One to Two years	Mumbai Metropolitan Region Development Authority (MMRDA)		

Minor Projects	One	PRATHAM, Vidhyadeep Community College, Save the Children India	3.41	3.22
Interdisciplinary Projects				
Industry sponsored	One year	Mahindra & Mahindra Ltd,	3.99	3.62
Total			7.40	6.85

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP	<input type="text" value="-"/>	CAS	<input type="text" value="-"/>	DST-FIST	<input type="text" value="-"/>
DPE	<input type="text" value="-"/>			DBT	<input type="text" value="-"/>

Scheme/funds

3.9 For colleges	Autonomy	<input type="text" value="-"/>	CPE	<input type="text" value="-"/>	DBT Star Scheme	<input type="text" value="-"/>
	INSPIRE	<input type="text" value="-"/>	CE	<input type="text" value="-"/>	Any Other (specify)	<input type="text" value="-"/>

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	One				
Sponsoring agencies	UGC ICSSR Corporates				

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17 No. of research awards/ recognitions received by faculty and research fellows Of the institute in the year

Total	International	National	State	University	Dist	College
Nil	-	-	-	-	-	-

3.18 No. of faculty from the Institution who are Ph. D.

Guides and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events: NOT APPLICABLE

University level State level
National level International level

3.22 No. of students participated in NCC events: NIL

National level University level State level
International level

3.23 No. of Awards won in NSS: NA

National level University level State level
International level

3.24 No. of Awards won in NCC: NIL

National level University level State level
International level

3.25 No. of Extension activities organized

University forum College forum Three Extension Activities; One Disaster Relief Project (Uttarakhand)
NCC NSS Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Responsibility.

The Field Action Projects and other initiatives for extension work continued to make great strides in reaching out to various vulnerable groups in and around the city.

CHIRAG- Community Health Initiative and Research Action Group (CHIRAG) is continuing to work at the drop-in centre, situated next to a major municipal hospital in the city. The centre has a footfall of around 195-200 People Living with HIV/AIDs (PLHA) per month. The credit society has 299 members presently and 4 people have availed loans at a nominal 2% interest and having no collateral.

Since March 2013, CHIRAG started to provide ambulance service at concessional rates to the general public and free of cost to very poor PLHAs. The CHIRAG kitchen unit continued to provide low cost nutritious food to PLHAs and general public. Through the sponsorship program, education support was provided to 62 economically weak children, who are affected or infected by HIV.

CHIRAG continues to provide free legal aid, adherence, pre and post-test counselling, health and nutrition, marriage counselling, career and education guidance, etc. Chance auf lebene.V, (Chance at Life) Germany has provided additional funding to expand the in-house paper plate manufacturing unit run by CHIRAG.

Along with regular programs, CHIRAG's larger focus this year was on HIV/AIDS networking, advocacy, participation in forums, and intervening with the government on welfare and support schemes. Some of the important contribution includes networking with Alert-India, Hepatitis B testing and vaccination for 150 beneficiaries, working towards addressing ART medication shortage, participation in article 377 protest rally, assisting PLHAs in availing government schemes, and so on. CHIRAG participated in the Standard Chartered Mumbai Marathon 2014, as a fundraising initiative. An amount of 1 Lakh Rupees was generated by participating in the marathon.

AROEHAN-This year also AROEHAN continued to work on the four identified issue areas, namely health, education, livelihood and governance.

Some of the activities done this year in the strengthening of the health service delivery systems include celebrating the 6-monthly birthdays of children and community weight monitoring programmes. Training programs were conducted with the mother-support groups to create and strengthen village level systems using peer education techniques. Adolescent girls groups were provided training to enhance their life skills (using a life cycle approach) and create pressure groups to prevent child marriage and multiple pregnancies. AROEHAN also strengthened its works with Village Health Nutrition Sanitation Committees (VHNSC) to strengthen

the existing village monitoring systems for transparency and public accountability. A Special Feed programme was organised in alliance with RajmataJijau Nutrition Mission for improving the weight of Severely Under-Weight (SUW) children.

In the area of education, AROEHAN focussed on strengthening the School Management Committees to promote quality education. Efforts were also taken to improve administration of Ashram Schools and promote child friendly practices.

In the area of agriculture, rainwater harvesting was implemented to reduce drudgery and improve water sources. Around 25 small and medium structures were created to improve ground water availability.

In the area of governance, AROEHAN focussed on enhancing participation, transparency and accountability. Social Audit of MGNREGA was conducted in 182 Gram Panchayats across Roha (Raigad), Sakhri (Dhule) and Buldhana. Under the Kaam Mango Abhiyan, 553 villages were covered in Buldhana. The work demand generated under Kaam Mango Abhiyan was for 17,381 human days.

In appreciation of the work of AROEHAN, Ms Shraddha Shringarpure (Program Manager) was awarded the YuvaPuraskar for 2013-2014 by Yashwantrao Chavan Pratishthan, Mumbai.

Anubhav Mumbai:

During this year, Anubhav Mumbai conducted activities such as college campaigns, group bonding workshops, exposure visits and awareness programmes for the youth. The theme of the year “Woman is Not an Object” was based on the project’s core value of Gender Justice. Around 300 youth including core group members and college students of Anubhav Mumbai participated actively in the Theme Day programme at the end of the year.

This year, campaigns were organised in 16 colleges reaching out to 1200 students. Group bonding workshop was organised at the centre level in which 87 students

from 11 colleges enthusiastically participated. On 7th September, 2013, a protest rally was organized on “Violence against Women”. A total of 108 students from 10 colleges participated in the event.

Anubhav Mumbai organised a three day rural camp at the ‘*Sarvahara Jana Andolan (SJA)*’ in Raigad District. The objective of the rural camp was to give insight on rural issues and gain insights based on the experiences shared by villagers and activists.

The first ‘State Youth Council’ was held between 21st and 22nd September, 2013 at Sangola, Solapur District.

SAKSHAM (SR):

The College of Social Work manages the responsibilities placed on a Sub-Recipient (SR) under the GFATM-7 program and mentors and monitors four Sub-Sub Recipients (SSR).

The main activity in SAKSHAM (SR) is training the counselors. This year, a total of 133 counsellors were trained. The capacity building team was invited to conduct a day’s sessions for outreach workers on HIV/AIDS, Counselling Micro-skills, Nutrition, Communication Skills and Stigma and Discrimination.

The Counselling supervisors visit the Counsellors once in two quarters. This year 49 of the counseling supervisors met the 412 Counsellors. A Refresher training of the 22 Counselling Supervisors was conducted on the Counselling Plus module developed by Saksham in February 2014.

Data quality and assessment visits were undertaken in all 4 partner institutes, namely HSGV (Sagar), BSSS (Bhopal), MSSISW (Nagpur) and NIE (Goa) during the month of August 2013. Program audit was held to physically monitor the processes followed on documentation and hardcopy verifications.

Intervention in Uttarakhand Disaster

Since the last few decades, the College of Social Work has responded immediately to the national disaster situations. This year also the College intervened during the Uttarakhand floods and landslides by sending a team of 39 members including 35 MSW II students, 2 volunteers from Population First, one staff nurse of KEM Hospital and one faculty member.

The team partnered with Karuna Social Service Society in Kotadwar. The team was divided into six groups to conduct the need assessment and provide relief and counseling for the affected people in the six districts namely, Uttarkashi, Rudraprayag, PauriGarhwal, Bijnaur, Chamoli and Tehri. A total of 50 villages were visited by the team.

The team proposed a multi- pronged action plan that includes government intervention in the area of education, housing and livelihood, health and sanitation. The proposal was submitted to the government.

Apart from the above, College continued to place students for their field work practicum with 43 organisations in and around the city and collaborate in the extension and outreach work undertaken by all these agencies.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	1664.2 sq. mts			1664.2 sq. mts
Class rooms	06 and 03 in Extension Centre			06 and 03 in Extension Centre
Laboratories	One computer Laboratory			One computer Laboratory
Seminar Halls	Two			Two
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	CCTV Camera (3) and the accessories HCL Core I3 Desktop Telephone Set T1010 (6) Dell optiflex desktop (3) Canon digital printer/ photo copier Split a/c hcl laptops (2) Canon mf3010 printer Arie wireless n- range booster Canon all in one colour laser (2) Canon laser printer(2) Lenovo core i3 Desktop Air conditioner accessories Belkin surgeprotector Natgare 8 port switch Intel lan card	GestetnerDx 2430 Copy Printer – 1 (RICOH) Duplex for Xerox machine	UGC	

	Viewsonic 2700 lum projectors Nylon Chatai Movie CD's (10) Dell optilex desktop (4) Corel x 6 Adobe productions Photo video x4 ultimate bandel Microsoft office 2013 (software)(15) Viewsonic projectors Microsoft windows 8 sl (oem)software Access point (WI-FI) Kaspersky internet security 2013 (4) Sony Voice Recorder			
Value of the equipment purchased during the year (Rs. in Lakhs)	37.31	2.57	UGC	
Others				

4.2 Computerization of administration and library

All records are now being computerized in relation to the Administration of the College ; the earlier services of the library have been continued which benefits students and teachers.

4.3 Library services:

2013-2014						
	Existing		Newly Added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	1673	880132	500	202128	2173	1082260
Reference Books	65	111850	21	4945	86	116795

e-books	-	-	-	-	-	-
Journals	67	484771	-	75524	62	560295
e-journals	08	-	-	-	06	-
Digital Database	01	30000	-	5000	01	35000
CD & Video	-	-	-	-	-	-
Other (Specify) - Slim Software	01	190000	maintenance	24500	01	214500

4.4 Technology up gradation (overall)

	Total Computers	Computer Lab	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	110	32	-	-	-	19	53	16
Added	-	1	11 Wifi Connections + 1 Lane port	-	-	-	-	-
Total	110	33	12	-	-	-	-	-

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

Regular Classes for students and training for teachers is imparted.

4.6 Amount spent on maintenance in lakhs :

i) ICT	8.12
ii) Campus Infrastructure and facilities	0
iii) Equipment	4.43
iv) Others	1.59
Total :	14.14

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Students apprised as always, at the beginning of the academic year about educational scholarships, government scholarships, mandatory committees and their role.

5.2 Efforts made by the institution for tracking the progression

The College has contacted alumni through social networking sites and has attempted to collate information of their progression and current status in view of the forthcoming Diamond Jubilee celebrations in 2014-2015

5.3 (a) Total Number of

UG	PG	Ph. D.	Others
158	115	4	253

students

(b) No. of students outside the state

53

(c) No. of international students

4

No	%
82	30

Men

No	%
191	70

Women

Last Year						This Year					
General	SC	ST	OB C	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
184	51	18	21	2	276	175	57	19	21	1	273

Demand ratio - BSW- 1.16; MSW- 4.5% Dropout % = BSW- 5%,
MSW- 5%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

No organised system of tracking student progression has been developed as yet; however, College has kept track of students requesting transcripts for seeking admission to higher education in the country and abroad.

No. of students beneficiaries

16 were enrolled, 10 were dropouts

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
IAS/IPS etc. State PSC UPSC Others

5.6 Details of student counselling and career guidance: **The full time professional counsellor is of great help to students in need of guidance in relation to academic and personal stressors. The students have become more comfortable in approaching the counsellor for assistance. Discussions on career guidance, and methods of preparing CV's as well as preparation for interviews are conducted during the year.**

No. of students benefitted

93

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
13	80%	93	-

5.8 Details of gender sensitization programmes

- Friendship Day celebrated in August by discussing "Friendships and Relationships"-an interactive session by Dr Chayanika Shah
- A session on Self-Defense for girls conducted by Ms Daivshala and simultaneous session on Gender Sensitisation and Masculinities conducted by Mr Anand Pawar for boys; June 2013
- Competition to sensitise students on issues related to violence against women organised by Majlis; 15 students participated in speech and poster competitions; September 2013
- 4th Savitribai Phule Memorial Lecture conducted in January 2014; Advocate Manisha Tulpule spoke on "Women's safety in public places and Prevention of Child Sexual Abuse"
- International Women's Day celebrated on March 8, 2014; screening of Immoral Daughters- a film on Khap Panchayats and honour killings.

All the above programmes were conducted in an interactive manner with very active participation from students.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level National level International level

Cultural: State/ University level

Three Students
At inter collegiate competition

 International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	40	6,32,700
Financial support from government	57	6,65,365
Financial support from other sources	23	2,70,016
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

One talk on Friendships and relationships organised by Student Council in collaboration with CWDC

Debates, quizzes on marriage/live-in relations, superstitions, etc were organised. The College intervention in Disaster relief at Uttarakhand was largely a students' initiative

5.13 Major grievances of students (if any) redressed: Nil

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

The Vision Statement:

To contribute to the building up of a new social order in India based on human dignity and social justice. It is with a preferential option to work with the vulnerable and exploited groups in society towards their development and empowerment.

The College strives to relate the educational content of the courses to contemporary social reality such that the requisite knowledge, skills, attitudes and values are inculcated in students and they develop a keen sense of social responsibility and commitment to nation building.

As an academic institution, the College strives to build a cadre of professional social workers equipped with a keen intellectual ability to analyse the complexities of contemporary society and effectively intervene as catalysts of social change at multiple levels in society. In view of the changing social reality in the context of globalization, the College aims at creating among its students sensitivity to regional, national and global issues and a critical perspective about national and international dynamics affecting marginalized populations. The College also aims that this cadre of professionals shall build their life on a strong value foundation such as compassion, personal integrity, tolerance, moderation and respect towards self and others, to usher in a society where human rights, social justice and dignity are valued above all.

The Mission of the College:

The mission of the College is to build a cadre of qualified, committed personnel who will be trained to become aware of social ills so as to mitigate them and promote an egalitarian, participatory and democratic society. The College will develop dialogical and interactional training to disseminate information about social situations in India and other countries, and build values of social justice and human rights in classroom teaching and through field practice. The College, through innovative field action projects will demonstrate the complementarity of knowledge, skills and attitudes essential to professional social work. The College through all its programmes and projects will make a commitment to praxis and promote knowledge-building through an ongoing process of critical inquiry – in classroom teaching, in field action, in research and other extension work.

6.2 Does the Institution have a management Information System

<p>The College does not have a management information system but maintain records of student admission, examination details etc. as well as administrative records</p>
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6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

No additional strategies this year

6.3.2 Teaching and Learning

The IQAC organized a workshop on “Epistemology of Research”. This was conducted in partnership with Ryerson University, Toronto, Canada.

6.3.3 Examination and Evaluation

The College follows the University pattern for Examinations. New and innovative methods of evaluation introduced in the Semester pattern are continued with.

6.3.4 Research and Development

6.3.5 Library, ICT and physical infrastructure / instrumentation

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6.3.6 Human Resource Management

Faculty members are encouraged to attend seminars, workshops and present papers. Those requiring to do so are allowed to attend orientation and refresher courses.

6.3.7 Faculty and Staff recruitment

6.3.8 Industry Interaction / Collaboration

Nil

6.3.9 Admission of Students

Online admission procedure was introduced at the PG (MSW) level. Centralised registration at the University of Mumbai for streamlining the Under Graduate (UG) admission process has been continued.

6.4 Welfare schemes for

Teaching Staff	Interest free loans
Non teaching Staff	Interest free loans
Students	Interest free Educational Loans

6.5 Total corpus fund generated

1, 25,000/-

6.6 Whether annual financial audit has been done Yes Yes No

6.7 Whether Academic and Administrative Audit (AAA) has been done? NO

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic				
Administrative				

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes No N

For PG Programmes Yes No N

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

No changes in Exam pattern this year

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

University conducted meetings of principals to promote autonomy

6.11 Activities and support from the Alumni Association

Alumni Association helped in fund raising

6.12 Activities and support from the Parent – Teacher Association

Parents are involved in activities of the college

6.13 Development programmes for support staff

Awareness sessions conducted on issues such as sexual harassment at work place, cancer awareness, and services of Nationalised banks. A medical camp was also conducted; support staff participated in inter collegiate competitions.

6.14 Initiatives taken by the institution to make the campus eco-friendly

Campus is managed by NNI Trust; College rents out three floors where it uses CFL lighting and ensures that staff and students use electricity and water optimally

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details : NA

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

The single major plan of action decided at the beginning of the year was the organisation of the International seminar. The Seminar was successfully conducted on December 19-21, 2013 and was attended by Ms. Rohini Nilekani (Arghyam), Mr. Tobias Schmitz (Waterlex, Geneva), Mr. Vasamalai (Dhan Foundation), Mr. Himanshu Thakkar (South Asian Network on Dams, Rivers and People), Fr. Francis Britto (Harit Vasai Andolan), Prof. Amita Bhide (TISS), Fr. Nitya Sagayam (Justice and Peace-Asia), Mr. Joy (SOPPECOM), Dr. Venkat Pulla (Charles Stuart University, Australia), Mr. Brain Lobo (Kashtkari Sanghtana), Ms. Surekha Dalvi (SKS, Raigad), Ms. Pooja Prasad (IIT Mumbai), Ms. Purnima (Khoj), Mr. Vijay Kedia (KRH Pvt Ltd, Aurangabad), Ms. Suprabha Marathe (MCGM), Dr. Shekar Raghavan (Rain Centre, Chennai), and Ms. Indavi Tulpule (Shramik Mukti Sanghatna), among others. The International collaborations and exchange programmes went ahead as planned, beginning with the one-week workshop on Research Epistemology conducted by Dr Purnima George of Ryerson University, Canada.

The teaching and non-teaching staff began collating the data for the RAR to be submitted to NAAC by the end of the academic year, as planned, in view of the 3rd cycle of accreditation.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

- | | |
|-----|---|
| i) | Student recordings as teaching tools |
| ii) | College WDC as vehicle for gender sensitisation |

Best Practice 1

Title of the Practice

“Student recordings as teaching tools”

1. The Goal:

- To make recordings an enjoyable learning tool for students
- To collate different types of recordings so that students can choose them as per their writing styles and field requirements
- To ensure that integration of theory and practice is understood in the same way by faculty advisors

2. The Context:

Field work recordings (or reports) are a mandatory requirement of the field work practicum and have to be written and submitted by students every week to their respective faculty advisors who are their mentors. These recordings are expected to contain the weekly reports and the students’ insights and analysis on the field work done along with plans for the weeks ahead. They are used as a basis for guidance by the field instructor.

Students tend to look at recordings as a chore to be completed and submit them either hastily or haphazardly, defeating the purpose for which they are required. Faculty members also have different expectations from the students and varied understanding about what constitutes ‘analysis’ or ‘integration of theory and practice’ which are requirements in a good, complete field work recording.

3. The Practice:

Faculty members collated what according to each was the 'best recording' from the past 2-3 years of field work. These recordings were brought to the faculty meeting and presented, highlighting the various points that made the recordings 'best'.

The recordings were from varied settings of field work- closed institutions, hospitals, schools, autonomous non-profits dealing with women's issues, community-based agencies, advocacy groups and activist organisations working in rural settings. The target groups covered and the issues addressed were also varied. Some of the recordings dealt with individual-related work whereas others dealt with groups in communities. Some recordings used the narrative form of writing whereas others were more like detailed log-books.

The exercise helped faculty members to realize the range of work undertaken by students and therefore also the range of reporting that was commensurate to that work. This in turn helped to make expectations from students more realistic as it was understood that a student does not go through the same uniform style of reporting in her/his field work and is in fact learning anew when it comes to reporting on different issues in different organisations.

It was also reiterated that charts, diagrams, sketches, press releases, essays, interviews- all could be utilized as recordings and students could be encouraged to utilize these different styles, making record writing a less monotonous task.

4. Evidence of success:

As this is an on-going process, the first level of common understanding at the faculty level has been attempted. The process still has to be operationalized at the field level consciously by all.

The Field Work Committee put together a note on a possible standardized recording format.

The teachers and field instructors are seized of the issue of making recordings less cumbersome for students.

5. Problems encountered and resources required:

No special resources were required for this exercise, except for the willingness of field instructors to break away from fixed mindsets and traditional methods of achieving things. The faculty members also required to take time out of their schedules to locate good recordings and devise newer formats.

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Best Practice 2

Title of the Practice

“College WDC as vehicle for gender sensitisation”

1. The Goal:

- To sensitise students and staff about gender issues and promote gender justice in their functioning and in society.
- To ensure that the College as a centre for higher education espouses and disseminates values of equality and justice for all, irrespective of caste, gender, race, or religion.

2. The Context:

The Supreme Court Guidelines of 1997 (popularly known as the Vishakha Guidelines) made it mandatory for all public institutions to constitute a Cell against Sexual Harassment at Workplace. This was reinforced and superseded by the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act of 2013.

As per the guidelines, the University of Mumbai had given directives to all affiliated colleges to form College Women Development Cells (CWDC) whose twin roles would be to address cases of sexual harassment faced by the women on the campus and also to sensitise all constituencies of the college about gender equality.

While most affiliated colleges took up ‘developmental’ work as part of the Cell’s or CWDC’s mandate, thus organizing health awareness programmes for women, health check-ups and nutrition programmes, the College looks at the CWDC as a vehicle for fostering the idea of equality between the sexes. It therefore also seeks to engage the boys and men on campus in its programmes and convert them to the understanding and acceptance of gender equality. In a way, the CWDC attempts to extend the Gender Studies syllabus to all students and staff of the College.

3. The Practice:

Every year the CWDC organizes varied programmes that address gender equality, highlights issues related to gender violence and attempts to deconstruct the gender stereotypes that afflict both men and women alike. The talks, seminars, films, dramas, are made more meaningful by interactive sessions that engage students in examining prejudices and thinking that arise from non-scientific ideas about culture, community pride and fixed perceptions about good and bad.

This year too, the College arranged several programmes that set the students and staff thinking.

The first programme in August was organized to coincide with Friendship Day- a day which is celebrated by all youth as a day which heralds new friendships and newer forms of friendship; it is also a day where the very young students who have just entered an arena of relative freedom different from the school and family environment, are likely to explore and experiment with their own sexuality and enter relationships, uninformed. The College organized a talk on “Friendships and Relationships” which invited students to explore their concepts, expectations and aspirations about both.

For the senior students, a workshop on Self Defense was organized for the girls. This programme did not suggest that self-defense was the answer to gender violence in society, but it did set a process of building up self-confidence among the girls because it addressed not just physical strength, but mental strength in dealing with violence.

Simultaneously, the boys attended a session on “Exploring Masculinities” which exploded the myths and stereotypes of what a man is or should be.

A session on Sexual Harassment at Workplace was conducted for the non-teaching staff was conducted so that they are aware of what constitutes sexual harassment and know the redressal mechanism available.

Majlis- a well-known city NGO working on gender justice, organized poster and speech competitions on the issue of gender violence. Several students participated and expressed themselves through the posters that were then analysed and judged.

Here too, the attempt was to indicate to students the appropriateness of the message rather than an ability to draw or to speak well.

The CWDC has initiated a Lecture Series to commemorate Savitribai Phule's birthday on January 3 every year. The struggles of Savitribai and Jyotirao Phule in their attempt to establish gender and caste equality and the contribution of Savitribai to women's liberation thus gets reiterated for every batch of students during this Lecture Series. This year Advocate Ms Manisha Tulpule was invited to talk to the students on "Women's Safety in public places and Prevention of Child Sexual Abuse". A year after the Nirbhaya case of Delhi and a year after the promulgation of the Protection of Children from Sexual Offences Act, it was essential for social work students to understand the context and the functioning of redressal mechanisms set up to address these issues. The talk focussed on that.

For the CWDC the year ended with the March 8 celebrations. While contextualising the struggles of women to be counted as part of the workforce in the last century, the CWDC also spoke about how increasing regression is hampering women's free mobility in public spaces. Students got an understanding of how caste, religion, culture and community intersect to create hindrances for women's development. The film "Immoral Daughters" on khap panchayats was filmed and students themselves conducted the discussion that followed.

4. Evidence of success:

Students have appreciated the programmes tremendously and have participated voluntarily in all the activities. Student feedback is the only evidence of success since these are awareness building activities and there is no way that we can gauge long-term effects.

5. Problems encountered and resources required:

None.

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**Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

The FAP AROEHAN continued its work in rainwater harvesting and promoting good agricultural practices in the tribal area of Jawhar-Mokhada.

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

8. Plans of institution for next year

- Complete RAR for NAAC and preparation for peer team visit
- Set up Review committees for BSW syllabus revision and for revision of Short Term Courses
- Plan for Diamond Jubilee Celebrations of College
- Work towards joint publication of College Interventions in Community Practice, along with Ryerson University, Canada
- College Field Action Projects to review their work externally and move towards autonomy from College, if possible.

Name *Anjali Kanitkar*

Name *Geeta Balakrishnan*

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC