



Yearly Status Report - 2018-2019

Part A

Data of the Institution

Part A	
Data of the Institution	
1. Name of the Institution	COLLEGE OF SOCIAL WORK
Name of the head of the Institution	DR LIDWIN DIAS
Designation	Principal (in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	02222002615
Mobile no.	9969439319
Registered Email	nn@cswnn.edu.in
Alternate Email	cswnnprincipal@gmail.com
Address	COLLEGE OF SOCIAL WORK, NIRMALA NIKETAN, 38, NEW MARINE LINES, CHURCH GATE
City/Town	MUMBAI
State/UT	Maharashtra
Pincode	400020

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Mr. ELVIS THOMAS
Phone no/Alternate Phone no.	02222067345
Mobile no.	9821096530
Registered Email	nn@cswnn.edu.in
Alternate Email	cswnnprincipal@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://cswnn.edu.in/sites/default/files/AQAR%202017-18%20College%20of%20Social%20Work.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://cswnn.edu.in/sites/default/files/Academic%20calendar%202017-2018.pdf

5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
3	A	3.53	2015	01-May-2015	30-Apr-2022

6. Date of Establishment of IQAC	07-Apr-2004
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by	Date & Duration	Number of participants/ beneficiaries

IQAC		
IQAC meetings with Faculty	04-Jan-2019 1	20
IQAC core team (Internal Members)	27-Nov-2018 1	10
IQAC core team	28-Aug-2018 1	12
Strategic Workshop	26-Apr-2018 2	23
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	2019 0	0
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

3

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

Yes

If yes, mention the amount

175250

Year

2018

12. Significant contributions made by IQAC during the current year(maximum five bullets)

1. Strategic Planning Workshop held on 26th and 27th April 2018 2. Organization of Two National Workshops 3. Inauguration of the Marie Adelaide De Cice Play lab 4. Intervention in Disaster Management Kerala Flood relief Interventions 5. UNESCO and Cardinal Paul Poupard Foundation Chair for InterR20182019

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achievements/Outcomes
Planning of Value-Added courses	The syllabus of two value added courses Creative Skills for Social Work Practice and Social Entrepreneurship was designed with subject and Field experts. The syllabus design included course structure, objectives, rationale, syllabus, fees and assessment criteria. The value-added courses were introduced in the next academic year 2019-2020
Review of Syllabus Master in Social Work Semester I and Bachelor in Social Work Semester I to be introduced in the next academic year	Revision of the BSW and MSW syllabus: Committees were established subject wise to review the syllabus comprising of subject experts and field experts. 20 percent of the existing syllabus was modified and introduced in the respective semesters.
Facilitating and organizing orientation and preparation of College for Autonomy Status	CSWNN was granted autonomy by the Government in February 2019 for a period of 10 years from June 2019. As part of the preparatory process an Autonomy Planning Workshop was held for both Teaching and Non-Teaching Staff on the 25th February 2019. The resource person, Dr Ananda from Sophia College shared on the required procedure and preparedness necessary to take on the responsibilities that would arise in the area of academics, administration and examination procedures.
Facilitating Feedback from all stakeholders	Feedback throughout the year was solicited from various units of the College and stakeholders: Teaching and Nonteaching; students; fieldwork organization; Field instructors; Fieldwork contacts Fieldwork organizations; parents; alumni; and members of statutory bodies representing various professional fields (College Development Committee). (See 7) A suggestion box was fixed on the first floor and for feedback and grievances of students
Networking with government and non-government organizations in addressing issues of national concern.	The National Conference on Sustainable Development was held on the 20th and 21st December, 2018 at CSWNN Extension Centre, Goregaon on the theme

	<p>"Sustainable Development through Participation and Intervention Programmes". 100 Participants benefitted from the Workshops. The National Conference on Healthy Ageing was held on the 24th and 25th January, 2019 at CSWNN Extension Centre, Goregaon in collaboration with National Institute of Social Defence, New Delhi on the theme "Understanding Ageing and an Overview of Innovations in Ageing Care Management. 118 Participants benefitted from the Workshops. Intensive Clinical Training Program in Psychotherapy (7-part series-26 modules) with De'sousa Foundation, Mind Mandala and UNESCO Chair of Bio-Ethics Two workshops on Drug Abuse was conducted in collaboration with National Institute of Social Defence.</p>
<p>Strengthening Fieldwork component through ongoing engagements with interventions of Fieldwork organizations, enhancing efficiency in fieldwork supervision through ongoing training sessions and workshops with Fieldwork contacts and instructors.</p>	<p>Workshop for Field Instructors and Field Contacts on "Work Ethics and Safety Policy" on August 3rd 2018. A Workshop for Field Instructors and Field Contacts was conducted on 'Facilitating Learning through Field Work: Concerns and Challenges on 24th August 2018. During the workshop "Guidelines of Project Work" for Master in Social Work (Second Year) students was discussed. Feedback was also solicited from organizations on measures to strengthen field engagements and A workshop on Rural Realities: Concerns and Future Directions was conducted for all the rural field work students on September 1st 2017 at the College of Social Work, Nirmala Niketan. Forty-Two students actively participated in the workshop. Field Based Research initiatives Students have also initiated research studies as part of their project work. In addition faculty members have also engaged in Research. In collaboration with MESCO two research studies were initiated. A study on the Nutritional packets provided to the nursery children by Modern Educational Social and Cultural Organisation(MESCO) (2018-2019) A Study on the utility of Industrial Training institutes for students supported by Modern Educational Social and Cultural Organisation(MESCO) 2018-2019</p>
<p>Animated Short term and Value-Added Courses</p>	<p>The following courses were successfully conducted in the academic year</p>

	<p>2018-2019 • Certificate course in Law and Social Work • Second batch of Post Graduate Diploma in Corporate Social Responsibility • Certificate of Appreciation and Recognition of Prior Learning in Social Service- Level 1 (RPL- Level 1)</p>
<p>Student Induction and Faculty Induction Programme to facilitate the acclimatization process of new entrants</p>	<p>The Student Induction Programme for Bachelor in Social Work, Semester I and Master in Social Work, Semester I was successfully conducted in June/July 2018. Faculty Induction Programme was organized for teaching and non-teaching staff members who joined the team. An orientation on the thrust, vision of the College and its founders and overview of personnel policies was given during the induction programme. One to One Counselling session for Bachelor in Social Work Semester students was held on August 14th 2020, 2.00 p.m onwards. A one-week orientation programme was conducted for Bachelor in Social Work Semester III and Semester VI students in June 2018</p>
<p>Ensuring maintenance of high ethical standards in tune with the vision and mission of the College</p>	<p>Code of Ethics and Conduct along with Standard Procedures indicating the standard procedures and practices, for all students enrolling with the College pursuing varied courses was prepared and circulated to all students of the BSW and MSW programme. Students were also given an orientation on the same.</p>
<p>A critical review of the strengths, achievements of the various programmes offered by the College and evolving a vision for the next 20 years.</p>	<p>As an outcome of the strategic planning workshop at the beginning of the year 6 THEMATIC AREAS were identified: Criminal Justice, Sustainable Rural and Urban Development, Livelihood and Migration, Mental Health and Community Health, and Community Harmony and Peace. Faculty Members were invited to join each team as per their interest areas and professional expertise. The purpose of the group was to engage in research and extension activities on each theme.As an outcome of the strategic planning workshop at the beginning of the year 6 THEMATIC AREAS were identified: Criminal Justice, Sustainable Rural and Urban Development, Livelihood and Migration, Mental Health and Community Health, and Community Harmony and Peace. Faculty Members were invited to join each team as per their interest areas and professional expertise. The purpose of the group was to engage in research and</p>

extension activities on each theme. Peace and Harmony Cell organized the following programmes: Movie Screenings Two movie screenings on Communal violence and harmony were organized. The movie "Unmaad" was screened in August followed by a discussion led by Mr. Irfan Engineer, Director of Centre of Study of Society and Secularism along with the Director, Mr. Shahid Kabeera. The film "Voices from the Ruins, Kandhamal In Search of Justice" was screened in November followed by a discussion with the filmmaker K.P. Sasi moderated by an independent journalist and human rights activist Geeta Seshu. Relevance of Play therapy for MESCO teachers The Health and Community mental health Team organized a Organised a one day workshop on the need and relevance of Play therapy for MESCO teachers on February 2nd 2019 in collaboration with various organizations working on Creative Art Skills (Mobile Crèche, Lighthouse).

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
College Development Committee	26-Sep-2018

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2019

Date of Submission

21-Jan-2019

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

The webbased Management Information System is a computerbased information system introduced by the College to promote administrative efficiency in various aspects of the College. Management Information System was

introduced in the College of Social Work through Venus Lab Vendor since August 2019. The staging site of MIS software was introduced for the purpose of training the Administrative Staff in Phase I. The admission portal was successfully implemented by March 2019. The link for online payment (State Bank of India portal), employee portal (teaching staff and nonteaching staff details) was introduced. Five administrative profile with user id and password for the clerical staff has been implemented. At the moment the data of students enrolled from the academic year 20152016 to 20192020 is being uploaded and the work for implementing the portal for examination and assessment and shortterm courses is underway. The link for the MIS software is <https://cswnmis.centrico.in/> MIS

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The College is guided by the norms of the University of Mumbai. Choice Based Credit System as stipulated by UGC norms introduced in 2017. The Board of Studies of Social Work under the Mumbai University meets twice a year to look into curriculum related concerns. The College also facilitates upgradation of curriculum through committees of internal and external members (subject experts) who discuss the relevance of the course in terms of knowledge, skills, attitudes and employability. Self-financing courses were presented in the College Development Committee for review and feedback. Feedback is solicited from students at the end of the semester on the relevance of the courses and Fieldwork practicum offered and suggestions are reviewed by teaching staff during Faculty Meetings held in April every year.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Certificate Course in Advance Social Research Methodology		13/08/2018	2	Course equipped the students with research skills to pursue their Ph.D. This is also an important course work for all PhD	Enhanced skills in using of SPSS and statistical analysis.

Certificate course in Law and Social Work

06/08/2018

3

students registered with the College.

Placements of students were facilitated in various nongovernmental organizations working on restoration of legal right

The course focuses on Skill enhancement. This course provided an insight on the Processes involved in Resolving and effectively intervening in Socio Legal Cases

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BSW	Social Work	18/06/2018
MSW	Social Work	18/06/2018

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	112	82

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSW	Field Work and Internship	163
MSW	Field Work and Internship	111
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

Feedback Obtained

The institute initiates structured feedback and evaluation process to obtain feedback from internal and external stakeholders. The feedback collected on various points is analyzed and appropriate actions are reviewed and discussed at the planning meetings of various units and statutory bodies: Faculty Management, Student Council, Alumni Association, College Development Cell, Internal Quality Assurance System and so on. The feedback obtained is utilized in myriad ways

- Feedback from Alumni: The feedback from alumni encouraged the Institution to evolve a database of alumni batch wise and organize refresher courses for alumni on emerging theoretical frameworks for social work practice. A suggestion for instituting the Alumni Award for acknowledging the contribution of distinguished alumni in the field is being considered. The institution has also incorporated the suggestion of alumni association to engage alumni in various academic programmes and interventions of the college. Alumni have also suggested improvement in placement opportunities. Action Taken: Workshops were organized in the academic year. An alumnus was inducted into the IQAC Cell of the College. The task of creating a database for alumni has been taken up by the Alumni Association. Alumni members were involved in organizing sessions for the Student Induction Programme in June 2019. The Job Placement Cell of the College is being revamped to facilitate greater opportunities for Job Placement.
- Feedback from Parents: Parents feedback enabled the Institution to organize parents' meetings for informing parents of the academic requirements of the College, Fieldwork Practicum related tasks and the attendance of the students. Action Taken: An orientation programme for parents of Master in Social Work and Bachelor in Social Work was organized in June 2018 at the start of the academic year and two parents' meetings was organized to inform parents about the attendance of their ward and the need for them to take responsibility of the same.
- Feedback from Students: The suggestions of students included use of different teaching-learning strategies, increase in library hours during examinations, memorandum of understanding with organizations shortlisted for Block Placements, clauses in the safety manual to be shared with Fieldwork organizations rural visits should be an important component during camps, Fieldwork organizations must ensure scope for student learning. Students suggested training for facing interviews during campus selection. They also requested to provide guidance and expert talks by counselling cell. Providing better canteen facilities was a priority concern for most students. Action taken: Teachers were encouraged to use different teaching methods in their classes. All teachers have implemented use of creative arts skills, experiential learning, peer learning activities, field visits, mind mapping, flipped classrooms and so on. Library and computer laboratory timings have been increased during the period of examination, research submissions. Every Block Placement is now finalized after an MOU is signed with them. A workshop on the Safety Policy of the College was conducted for Fieldwork organizations and all Faculty Members were expected to orient each staff member of the Field placements on the Fieldwork criteria, code of conduct and safety policy of the College during

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MSW	Social Work	60	302	60
BSW	Social Work	60	120	60

[View File](#)

2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	158	110	3	0	16

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
19	19	5	8	0	4

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

2.3.2 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences. Teachers besides using audio visuals, films and discussions also take the students on field trips and exposure visits to different organisations in the city and in rural areas. Students are supervised and mentored in their field work activities with opportunities to develop critical thinking and intervention skills. It is extremely important to begin where the student or learner is as they come from diverse backgrounds and as the range is wide, teachers strive to understand who the learner is. Teachers also accept and use whatever can be used of past experiences to build upon for future learning. Teachers conduct their classes in an interactive manner, challenging students to participate and think, articulate their prejudices, unlearn and learn in the process of understanding how to work with people and grapple with the issues that affect them. Simulation exercises, role-plays, skits, discussions on case studies, and ICT material like posters, puppets, videos, documentaries and films are commonly used across most classes. Group discussions and class presentations help the students to be vocal and confident in presenting their views in debates and discussions. Field work facilitates experiential learning as students observe, participate and engage in field interventions which are recorded and discussed with their faculty mentors in weekly/fortnightly conferences

Number of students enrolled in the institution Number of fulltime teachers Mentor: Mentee Ratio UG 158 19 1:14
PG 110 PhD 14 Short Term (CSW NN) 101 Short Term (Extension) 94

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
268	19	1:14

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
19	14	6	0	10

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MSW	260	SEM I	31/10/2018	06/02/2019
BSW	260	SEM VI	04/05/2019	17/07/2019
BSW	260	SEM V	31/10/2018	06/02/2019
BSW	260	SEM IV	23/04/2019	14/05/2019
BSW	260	SEM III	02/11/2018	30/01/2019
BSW	260	SEM II	30/04/2019	15/05/2019
BSW	260	SEM I	01/11/2018	30/01/2019
MSW	260	SEM II	04/05/2019	17/07/2019
MSW	260	SEM III	31/10/2018	06/02/2019
MSW	260	SEM IV	04/05/2019	17/07/2019

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The College conducts assessment for all theory and practical courses in each semester, in the following manner: The Continuous Internal Assessments (CIA I and CIA II) for 40 percent of the total marks of the course and One End Semester Examination for 60 percent of the total marks of the said course. Two Continuous Internal Assessment are held per semester. There is a retest for students who have missed the Continuous Internal Assessments after permission is granted by the Principal's office. The Assessment for the Master of Social Work for Four Credit Courses consist of the CIA of 40 marks and End Semester Examination of 60 marks. The CIA includes class test, attendance and class participation. Class participation marks are based on task-based assessment such as group presentations, demonstration, preparing information, education and communication material, participation in field visits and class assignments given in groups or individually. Credit: 4 40 percent • 20 - Class test • 10- Assignment • 5 - Attendance 5 - Class participation Paper Pattern: Class Test - 20 Marks 5 marks objective 15 marks subjective Credit :2 20 percent 10 - Class test 5- Assignment 2.5- Attendance 2.5- Class participation Paper Pattern:

Class Test - 20 Marks 5 marks objective 5 marks subjective Assignments in Social Work Practice could be Practice Oriented Advocacy Oriented Research Oriented. Examples of types of Assignments: Type Details 1 Book/Film Review • Assignment should identify the issue/theme developed in the book/film • Students should develop their own critique of the book/film • Publication/production details must be given clearly 2 Observation/Case Analysis • Individuals, groups and communities can be observed • Students have to link the findings to the subject 3 Presentation/Demonstration • Specifically meant for courses such as Nutrition, Education etc that lend themselves to this methodology (e.g., Nutrition students could select a low-cost recipe, identify the food groups, and understand the method of preparation, nutrition value, budget and target group) • A report of the process has to be submitted 4 Creating information, education and communication material. • Brochures • Posters • Wall calendars • Playing cards • Billboards • Advertisements • Murals • Desktop flip charts, flyers, leaflets, brochures, booklet 5 Creative Arts Assignments • Therapeutic assignments using various art forms. 5 Any Other Type • For example, Open Book Test, Article Review, Presentation. Modality of Internal Assessment of Assignment for MSW: Evaluation Pattern Marks 1 Formatting (paragraphing and sub-titling) and presentation of ideas 1 2 Content: Analysis of causal factors, drawing inferences, theory linkage, connectivity and logical flow of ideas, summarizing 5 3 References 2 4 Originality and Creativity 2 Total 10 Rules: • References are compulsory and should be based on the APA guidelines. All sources from where material whether newspaper or magazine articles, books, papers, websites, unpublished matter must be acknowledged in the Bibliography/references etc. • Both typed and hand written assignments are accepted. • The word limit for a written assignment is 1000 words. • Since assignment topics are given about a month in

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The academic calendar is prepared after review of feedback received from various stakeholders in the previous academic year during the April meetings of Faculty Members before the commencement of every academic year. The calendar is presented before the College Development Committee and IQAC before final approval. The list of holidays from the University of Mumbai is considered in finalizing the academic calendar. The academic calendar states important dates related to College reopening Student Induction Process Inauguration, Parent’s Meeting Admission Dates Internships (Fieldwork Practicum, Block Placement dates), meeting with Field Instructors and Field Contacts mid semester break Diwali/Christmas break examination/viva dates study leave for students lecture dates important colleges events and so on. The academic calendar provides a direction and structure for College endeavours and facilitates planning and organizing college activities.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://cswnn.edu.in/content/academic-programmes>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
260	MSW	SEM IV	56	53	95

260	MSW	SEM II	52	51	98
260	BSW	SEM VI	55	45	81.81
260	BSW	SEM IV	43	41	95
260	BSW	SEM II	58	57	98
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<u>NIL</u>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	180	Women's Empowerment Foundation	1.78	1.63
Minor Projects	180	Child Rights and You	2.27	2.07
Minor Projects	180	Urvi Ashok PIRAMAL Foundation	0.18	0.18
Minor Projects	180	The Sisters of the Good Shepherd	0.85	0.76
Major Projects	365	Trailblazers Foundation	0	0.69
Major Projects	365	Sarva Vikas Deep	6.32	1.44
Major Projects	365	Tech Mahindra Foundation	4.69	4.22
Major Projects	365	St. Augustine's High School	5.01	5.01
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
View File					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
not applicable	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
View File			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
SOCIAL WORK	1
View File	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
View File						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	21	4	24
Presented	0	8	1	1

papers				
Resource persons	0	2	0	7
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Kerala Flood Relief Work	College of Social Work and Kottapuram Integrated Development Society	2	29
National wide campaign on Peace Baatein Aman Ki	Commission for Justice and Peace	10	50
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
not applicable	not applicable	not applicable	0
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Fund raising for Kerala Flood relief	College of Social Work	Kerala Flood	20	300
Disaster Relief	CSWNN in collaboration with Kottapuram Integrated Development Society	Kerala Flood Relief	2	27
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
International Social Work Week, Hesso University, Sierre	Teaching staff and Coordinator of Extension Centre, College of Social Work, Nirmala Niketan.	Supported by Hes.so University	7

<p>. ERASMUS GLOBAL EXCHANGE PROGRAM</p> <p>The program provided Research impetus to students pursuing their doctorate. The program was organised from 1st March to 29th May, 2019</p>	PhD students	Erasmus	90
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Field Exposure	Camps	Sane Guruji Ashram, Raigad, Kaira Social Service Society, Ahmedabad, Disha, Ahmedabad, Anand, Gujrat, Ahmadnagar, Jan Jagran, Belgaum, MPSM, Nasik	26/11/2018	03/12/2018	UG and PG Students
Internship	Block placement	Resource and Support Centre for Development, Ankur Trust, Panvel, Disha Gujarat, Social Centre Ahmednagar, Hawker Sangram Committee, Purvanchal Gramin Seva Sansthan, Laya, Astha, Society for Education,	01/06/2018	21/06/2018	PG Students

Action and
Research in
Community
Health,
Purva

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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Rotaract Club	23/07/2018	Nirmala Niketan Rotaract Club was started in 2018 under the faculty guidance of Dr. Kalyani Talvelkar and Ms. Roshni Alphanso. Rotaract club focuses on the development of young adults as leaders in their communities. The focus of the Rotaract club	40
ICTP Course	20/06/2018	Intensive Clinical Training Program in Psychotherapy (7-part series-26 modules) with De'sousa Foundation, Mind Mandala and UNESCO Chair of Bio-Ethics	3
RSCD Program	27/09/2018	The objectives of the Partnership • To encourage rural women leader through formal recognition of certificate • To exchange democratic ideas between practitioners and Professionals • To enhance the quality of women leaders course through critica	2

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
19.8	6.19

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SLIM21	Partially	ISO 9001:2008	2012

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
e-Journals	734	135650	394	99332	1128	234982
Reference Books	21	4745	21	5728	42	10473
Journals	62	92394	62	99745	124	192139
e-Journals	5	0	4	0	9	0
Digital Database	1	5900	1	5900	2	11800
Weeding (hard & soft)	734	135650	394	99332	1128	234982
Others (specify)	1	27435	1	27435	2	54870
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	118	26	2	11	2	62	0	2	19
Added	0	0	1	0	0	0	0	3	4
Total	118	26	3	11	2	62	0	5	23

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

50 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
E Content under e-PG-Pathshala Social work Education	https://epgp.inflibnet.ac.in/

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
19.8	6.19	0	0

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) The physical facilities including Classrooms, Computer Laboratory, Audio Visual Unit, Student's Room, Mother Adelaide Play Lab, Gym/Sports Room are made available for the students those who are admitted in the college. The students seek admission are charged for the use of computers at the time of the admission as suggested by the statutory body. The classrooms boards, LCD, Laptops and furniture facilities are utilized regularly by the students but sometimes it is also made available for the other governmental and the non-governmental organizations for conducting the exams, events and programmes related to Fieldwork or independently etc. if not in use for the said period. The maintenance and the cleaning of the facilities available are done with the efforts of the non-teaching staff. The college garden is maintained by the gardener appointed by the Institute. The college has adequate number of the computers with internet connections and the utility software's distributed in different locales like office, laboratories, library, Faculty Rooms etc. All the stakeholders have equal opportunity to use those facilities as per the rules and the policies of the institution. The central computer laboratory connected in the ground floor is utilized for students for their assignments, projects and research work. The Computer Laboratory also serves as an online Central Assessment Centre. The staff can make use of the computer system with internet at their seating places. The ICT is maintained by the Audio-Visual Unit and Computer Laboratory In charge. The college website has maintained regularly by (Venus lab maintain website and Sarah Technologies). The maintenance of UPS and the Generator is regularly done by

Sarah Technologies. Electrical and the Plumbing related maintenance is done with the help local skilled persons and the expenditure is done from budget gained by college from different sources. The CCTV cameras installed on JUNE 2018 is maintained by Mr. Froylan Pereira of Computers and Security Systems The academic support facilities like library, the sports rooms with equipment's, Mother Adelaide Play Laboratory, Audio-Visual Unit is utilized by students during college events and fieldwork programmes. Accession to library is permitted at the cost of the deposits as caution money. A provision of the budget for the library maintenance is made by the college management (To confirm). The activities like fumigation and keeping library clean is done frequently by library staff. A Phd room is provided for students registered with the College of Social Work for referencing and study. Wifi facility is available at all floor and units of the College. The College also runs its Short-Term Courses from its premises. An office has been allotted at the Ground Floor for the administrative section of the course. Classes are held in the evening. The logistics and arrangements are maintained by the support staff employed by the Short Term Unit. The Short-Term Courses are also anchored at the Extension Centre of the College in Goregaon,

<http://cswnn.edu.in/>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
No Data Entered/Not Applicable !!!			
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Remedial Coaching	23/07/2018	43	Remedial teacher
Counselling	16/07/2018	37	Student Counsellor
Session on Post Trauma counselling for student volunteers engaged in the Kerala Flood relief work.	31/08/2018	27	Students Counsellor and Dr. Nilima Mehta
Session on New Horizons	02/07/2018	55	Students Counsellor
Session on Understanding Self and others	25/06/2018	55	Students Counsellor
Workshop on 'Stress management and self-esteem building' Managing stress, coping with anxiety, depression, relaxation techniques, etc. by	12/06/2018	55	Students Counsellor

Irawati Mahajan (Counselling psychologist). Self- esteem building by Saulat Khan (Research associate)			
Workshop for on 'Living in Harmony' Handling conflict and maintaining healthy relationships by Irawati Mahajan (Counselling psychologist) Team building by Hoori Shah (Counselling psychologist)	11/06/2018	55	Students Counsellor
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
No Data Entered/Not Applicable !!!					
View File					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Bright Future India, Sanjeevani Trust, Arpan, Whitestone International, Myna Mahila	63	13			1

Foundation,
Gabriel
Project

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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	11	BSW	Social Work	Nirmala Niketan College of Social Work, Mumbai (4) Azim Premji University (3) Tata Institute of Social Sciences, Tulajapur(1) University of Mumbai (1) The Maharaja Sayajirao University of Baroda(1) IGNOU(1)	MSW (4) MA Development (3) M.A in development policy planning and practice (1) Master's in public policy (1) MSc Child development and education in sustainable development (1) PG Diploma in Intellectual Property (1) Rights

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	1

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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Annual Day (06.02.2019)	College	250
Annual Sports Day (28.01.2018)	College	200
Poetry Recitation (8 August 2018)	College	260
Poster Preparation (8 August 2018)	College	16
Dance Competition 16.01.2019	College	260
Carol Singing Competition (1st January2019)	College	180

Fresher's Day (01.08.2018)	College	250
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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

College of Social Work, Nirmala Niketan, Mumbai has a vibrant students body called students council. Students council is formed as per the guidelines and circulars of University of Mumbai every year immediately after the admission process. Student's council becomes a link between the institution and the students so that the issues and problems faced by the students are brought to the notice of the management and ensures that necessary remedies are adopted. Annual General Body Meetings, organised by the students' council ensures that there is a transparency between students and the authorities in the institution. Students' council also serves as a link with other institutes with regards to events and programmes conducted. The students' council activities are divided mainly within three Sub Committees headed by respective subcommittee heads under the guidance of faculty members which are as follows

Literary Committee Literary committee under the students' council is responsible for conducting timely events and activities which are intended to develop the co-curricular and literary skills of the students. Throughout the academic year, within the slots allotted for the students' council, literary committee ensures that there are programmes such as essay writing competitions, academic discussions, film screenings and so on. Literary committee is headed by a student elected/nominated (as per university circulars) who works with a team of literary committee members from each class. Representatives in each class makes sure that the students are getting an opportunity to participate and get involved in the activities conducted by literary committee. Cultural Committee Cultural committee is responsible for coordinating cultural programmes and competitions in the college. The committee with its members in each class ensures that the class participate in the events conducted in the college and also takes the responsibility of the overall management of the annual day programme. Cultural committee also coordinates with the other institutions for an active participation in the fests and competitions conducted and also ensures that the students are participating in the various cultural events conducted by the university. Sports Committee A vibrant sports committee under the leadership of the sports representative is formed in the student's council which is responsible for the sports activities conducted within and outside the institution. Throughout the academic year, sports committee under the guidance of the faculty members conduct various indoor and outdoor sports competitions in the institution. Committee ensures that there is a good representation of students participating in sports competitions conducted by other institutes as well as the university sports department. Ensuring participation of the students Students council follows a very federal form of functioning. Class representatives has a very close contact with the class and ensures that students with various individual talents come forward and contribute in the events and programmes. Point system ensures that the

activities and competitions throughout the year is scored and each class gets points for participation as well as awards and medals respectively. On the Annual Day of the institute, a best class award is given to the class which bagged the maximum number

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The Alumni Association of the College is registered under the Society Registration Act, 1860 on December 7th 1987. The registration number of the Alumni Association is Maharashtra State, Mumbai-577/1987/GBBSD

5.4.2 – No. of enrolled Alumni:

490

5.4.3 – Alumni contribution during the year (in Rupees) :

11650

5.4.4 – Meetings/activities organized by Alumni Association :

Six Alumni Meetings and 1 Alumni Meet were organised. Two workshop on NGO Management and Social Entrepreneurship was organized by AA

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Democratic values permeate all decision-making processes of the College. Internal Quality Assurance Cell The College has an Internal Quality Assurance Cell (IQAC) that oversees the quality of the academic programmes and takes important decisions on aspects of the College functioning. The IQAC ensures smooth functioning of the College units and the compliance of all statutory committees as per prescribed norms. The IQAC was established in 2004. The IQAC meets and decides the nature of programs in consonance with the vision and mission of the College. It also looks at the syllabus in relation to its continuing social relevance. The IQAC takes important decisions on various matters of the College: infrastructure development short term courses raising funds for projects, extension work and educational loans for students starting international collaborations and signing MoU for the same. The IQAC policies in relation to quality assurance in the College is carried out through the various committees that look after the academic functioning of the College. Management The Management supports the College decisions and facilitates up gradation of technology and infrastructure whenever needed It involves the IQAC and external members in the development of the perspective plan of the College. The College is a grant-in-aid institution receiving grant from government, however the management endeavours to raise funds for the infrastructural development, educational assistance of students, for support tot Field Action projects, organizing staff development programmes, appointment of Field Instructors and several other expenses of the College not funded by government sources. College Development Committee (CDC) This academic year the Local Managing Committee was dissolved as per the provisions of the New Maharashtra University Act, 2016 and was replaced by the statutory body called the College Development Committee. The members of the College Development Committee include the principal, management representatives, teaching and non-teaching representatives, Invitee, Representative, CSR Representative and NGO Representatives. The role and responsibility of the College Development Cell is to: (a) prepare an overall

comprehensive development plan of the College regarding, academic, administrative and infrastructural growth, and to enable the College to foster excellence in curricular, co-curricular and extra-curricular activities (b) decide about the overall teaching programmes or annual calendar of the College (c) recommend to the management about introducing new academic courses and the creation of additional teaching and administrative posts (d) take review of the self-financing courses in the college, if any, and make recommendations for their improvement (e) make specific recommendations to the management to encourage and strengthen research culture, consultancy and extension activities in the college (f) make specific recommendations to the management to foster academic collaborations to strengthen teaching and research (g) make specific recommendations to the management to encourage the use of information and communication technology in teaching and learning process (h) make specific recommendations regarding the improvement in teaching and suitable training programmes for the employees of the college (i) prepare the annual financial estimates (budget) and financial statements of the college or institution and recommend the same to the management for approval (j) formulate proposals of new expenditure

6.1.2 – Does the institution have a Management Information System (MIS)?

No

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	? Admission of Students - The admission of students is in line with the Mumbai university specifications. The college has a minority status and follows the state policy for admission
Curriculum Development	? Curriculum Development -The IQAC ensures quality on curriculum development through p periodic review of the Course Curriculum by forming an Expert Review committee, effective feedback systems from students, regular faculty meeting on academic issues , review of course during April meetings . The syllabus is reviewed by the statutory committees. To develop expertise in their specialized subject faculty members are motivated to attend seminars and conferences
Teaching and Learning	? Teaching and Learning - Teachers are encouraged to use innovative methods for classroom teaching. Skill based sessions are organized in the respective courses in addition field visits and orientation visits are also organized to assist in the integration of theory and practice. Skill lab sessions are also organized. Remedial classes are arranged to improve academic performance. High achievers are motivated to participate effectively in the teaching learning

	<p>process. . Experiential learning is promoted through student's induction program Camps, Block placement, field work and field visits.</p>
Examination and Evaluation	<p>? Examination and Evaluation - The college follows the university specification for the conduct of internal and external examination. However the continuous internal assessment is tailored based on the course teachers specifications. Teachers are involved in supervision and examination of answer papers. The examination committee conducts and reviews the overall functioning of the examination that includes • Display of Rules • Maintaining Code of conduct for students and invigilators • Making necessary arrangements for students with disability The end semester exams are monitored and supervised by the CAP coordinator. Internal assessment papers and assignments are corrected on/ off campus. University papers are corrected using OSM. Following the declaration of the results an analysis of the students' performance is presented at the faculty meeting. Students with unsatisfactory performance in Research, Term paper and field work are presented at the faculty meeting and steps are initiated to enhance the performance of the students. Self-Analysis and Reflective learning is fostered during the internal field work evaluation.</p>
Research and Development	<p>? Research and Development -The college seeks to develop acumen for Research by encouraging students at the graduate and under graduate level to take up Research project and assignment. Two post graduate students presented their research during the Avishkar research convention organized by the University of Mumbai. Various commissioned studies are undertaken by the Research unit of the college</p>
Library, ICT and Physical Infrastructure / Instrumentation	<p>?? Library, ICT and Physical Infrastructure / Instrumentation - Computerized data base of books , reserved counters, book bank scheme, photocopying service , reference services , interlibrary services, peer learning cubicles and PhD room with access to computers are important services to the library.</p>
Human Resource Management	<p>? Human Resource Management -</p>

	Recruitment of staff is in accordance with the Rules of the State Government (Department of Social Welfare). The Management employs teaching and Non-teaching staff to manage the extra workload.
Industry Interaction / Collaboration	? Industry Interaction / Collaboration - The college collaborates with CSR departments of corporates for research, field placement and job placement.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	na
Administration	na
Finance and Accounts	na
Student Admission and Support	na
Examination	na

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Shweta Malwankar	MASWE – Maharashtra Association of Social work Educators	nil	6000
2018	Sonia Rodrigues	"International Academic and Practitioner conference 10-12 December 2018 Kathmandu city, Nepal organized by Brisbane Institute of strengths-based practice in Australia.	nil	5000

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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for	Title of the administrative training programme organised for	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
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	teaching staff	non-teaching staff				
2018	Shahu Maharaj Jayanti in collaboration with Social Welfare Office	Shahu Maharaj Jayanti in collaboration with Social Welfare Office	26/06/2018	26/06/2018	25	75
2018	NIL	A Journey from Self-Managed to Enhanced Administration	30/11/2018	30/11/2018	0	75

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Faculty Development Programme	3	14/11/2018	20/11/2018	7
Refresher	2	20/08/2018	08/09/2018	19
Orientation	1	28/05/2018	23/06/2018	27

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
14	10	30	30

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Interest free loan schemes, • Financial support Rs.5,000 for seminars, conferences and seminars	• Interest free loan schemes(medical, Educational support for children, home renovation, disasters) • Emergency Medical Allowance • Uniform for support staff	• Interest free loan schemes • Students placed in Rural Projects are given a reimbursement of their field work expenses • Mid-day meal programme • Lap top bank scheme has also been introduced for the benefit of students pursuing Research

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Internal audit is done by our Statutory auditors after completion of 6 months

and same is finalised by them at the end of year. All the vouchers are checked along with the required documents as per the Income Tax Act. All the vouchers are sanctioned by the sanctioning authority and then the payments are made for the same through the Accounts department.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
P.Raj Luthra Veena Luthra Pankaj Luthra Seema Luthra Alwin Picardo Shweta Malavankar Pandurang Jadhav	3.43	Objects of the Trust
View File		

6.4.3 – Total corpus fund generated

343000

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

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

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

There is no association formed but there are regular meetings held of the Parents and Teachers
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6.5.3 – Development programmes for support staff (at least three)

<ul style="list-style-type: none"> • Shahu Maharaj Jayanti in collaboration with Social Welfare Office • A Journey from Self-Managed to Enhanced Administration • Yoga and meditation sessions for the non-teaching staff once a month • Fostering participation in intercollegiate competitions conducted for Administrative and support staff

6.5.4 – Post Accreditation initiative(s) (mention at least three)

<ul style="list-style-type: none"> • A critical review of the strengths, achievements of the various programmes offered by the College and evolving a vision for the next 20 years. • Ensuring maintenance of high ethical standards in tune with the vision and mission of the College. • Student Induction and Faculty Induction Programme to facilitate the acclimatization process of new entrants • Animated Short term and Value-Added Courses • Strengthening Fieldwork component through ongoing engagements with interventions of Fieldwork organizations, enhancing efficiency in fieldwork supervision through ongoing training sessions and workshops with Fieldwork contacts and instructors. • Networking with government and non-government organizations in addressing issues of national concern. • Facilitating Feedback from all stakeholders • Facilitating and organizing orientation and preparation of College for Autonomy Status • Review of Syllabus Master in Social Work Semester I and Bachelor in Social Work Semester I to be introduced in the next academic year • Planning of Value-Added courses

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal
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	Yes
b)Participation in NIRF	Yes
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
• Savitribai Phule Lecture Series	03/01/2019	03/01/2019	70	30
• International Women's Day	08/03/2019	08/03/2019	65	30
• Creating Safe Spaces	05/09/2019	05/09/2019	50	35

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
<ul style="list-style-type: none"> • Installation of Biogas Project with support from Rotaract Club In October 2018, Biogas plant was installed in the premises of College of Social Work, Nirmala Niketan. Bajaj Electricals - CSR has provided financial support for the biogas plant. The biogas installation ceremony was held on 12th October, 2018. The plant has been installed by Britto Energy. Ms. Madhura Talegaonkar inaugurated the biogas plant. Mr. Britoo, owner of the biogas plant company gave speech outlining the functioning and importance of biogas plant. The occasion was graced by the presence of Ms. Maggy Alesu, President - Institute of Social Service and Ms. Philomena, Vice President of Institute of Social Service. Large number of students and college staff attended the function and welcomed this green initiative of the College.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	4
Provision for lift	Yes	4
Ramp/Rails	Yes	4
Braille Software/facilities	Yes	4
Rest Rooms	Yes	4
Scribes for examination	Yes	4

Special skill development for differently abled students	Yes	4
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7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Formulation of Code of Ethics and Conduct along with Standard Procedures	01/08/2018	The orientation on the Code of Ethics and Conduct along with Standard Procedures was given to all stakeholder's teachers, students, parents and Field work supervisors

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Constitutional Values Sessions Conducted In Nirmala Niketan College	11/06/2018	15/12/2019	250
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Sustainable Landscape Situated at the centre of the College Building is surrounded with a biodiversity of flora and fauna which is taken care of by a dedicated team of staff. The College has about 100 plants, which are adequate based on the acreage of the college campus. Impetus is given for plants which have medicinal value like Alovera, papaya, tulsi, Ajvain and so on. The college also has a Gardening Committee comprising of botanists who are engaged in maintaining the eco-friendly environment. Practice of giving out and planting pots saplings as souvenirs at various college events is also followed.

Energy Conservation The College construction allows for natural ventilation and lighting throughout its campus which helps conserve the energy demand. Long slender and clerestory windows in library, nearly eliminates the need for artificial lighting. Energy efficient lighting fixtures like LED , LIGHTS are used in all classrooms and hallways Units. Hi speed internet Wi-fi facility are available in the college. Further e-circulars are used for communication to all Units (Faculty, Administrative Staff, and Students). Use of Renewable Energy To promote use of renewable energy, energy efficient fixtures like LED lights solar water heaters are installed in the classrooms and hallways. Waste Management a. Hazardous waste: Waste material in college is segregated into

biodegradable and non-biodegradable wastes, and as toxic and non-toxic wastes in the laboratories. b. Electronic waste: The College maintains all its computer peripherals within its boundaries. c. Paper waste: To manage its paper waste College has adopted segregation of dry and wet waste. To minimise the wastage of resources the college collects the waste paper and for 300 kgs of papers the college gets recycled answer sheets in return without any payment d. Kitchen and Garden waste: It is used as organic manure for the plants Water Conservation and Management College only uses non-potable water for maintaining its gardens and farms. Rain water harvesting is also being practiced in the building. To promote effective conservation of water, the college has replaced regular water fixtures with water efficient fixtures like dual flush and low flow systems. Conscious efforts are made by the gardening committee to use new plant varieties requiring less water to further this initiative. Generating awareness The College organizes numerous campaigns, workshops, rallies and trainings to address diverse issues of the environment. Following are some of the initiatives taken by the college:

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice One: 1. Title of the Practice Appreciation Programme in Constitutional Values for Youth. 2. The context that required the initiation of the practice Of the hundred percent of the population of India, seventy percent of the massive population include today's youth. And the importance of youth participation in Good Governance cannot be, in any way, underestimated. In fact, they play a very major role in uplifting a country's stature. The term governance is derived from the Greek term, kubemao meaning 'to steer or direct'. Governance is therefore the practices and activities such as administrative, political and legal affairs to be performed by the government for the development of the country. The predominant features of governance include participation, following the rule of law, transparency, responsiveness, consensus oriented, equity and inclusiveness, effectiveness and efficiency, accountability. Good governance is also the prosperity, well-being and welfare of all citizens of the nation through decentralized government, standardized rule of law, properly guided bureaucracy, disciplined administrators, fixed salaries, maintenance of law and order, controlling corruption, consistency in administration and integrity in accountability. Precisely, good governance plays a constructive role in the social, cultural, economical and political developmental processes of the society and ensures social security and positive change. 3. Objectives ? To make youth sensitive towards social issues. ? To in built the constitutional values among youth. ? To enable youth to think critically, analyze and respond to prevailing social situations. ? To transform youth into responsible citizens with developed civic sense. 4. The Practice Anubhav Mumbai, a Project of College of Social Work (Autonomous), Nirmala Niketan conducting "Appreciation Programme in Constitutional Values" for student and non student youth. It aims at enabling youth to discover them and contribute positively to the development of society as concerned and responsible citizens. It mainly works with colleges in the suburbs of Mumbai i.e. from Matunga to Dahisar and also in the communities. 5. Details of the Training Session Duration of Training: 12 Hours Training Modules: A Total 6 Sessions (1 Session of 2 hours each) Pre Post Test questionnaire will be given to students Modules Covered During the Training Sessions The different modules covered during the Training session are as follows Module 1- Democracy and Secularism Module 2- Gender Justice Module 3- Social Justice Module 4- Environmental Justice Module 5- Scientific Temper Module 6- Dignity of Labor and Honesty and Integrity Details of Training: Anubhav Mumbai conducted 55 sessions throughout the year on above mentioned six modules at Mitra Level (First Stage of Anubhav Mumbai Process) in all the networking colleges namely ?

Shailendra Degree College, Dahisar ? Shailendra Junior College, Dahisar ? St. Rocks College, Borivali ? Valia College, Borivali ? KES College, Kandivali ? DTSS College, Malad ? Nirmala College, Malad ? Nagindas Khandwala College, Malad ? Rizvi College, Bandra ? College of Social Work, Nirmala Niketan, Churchgate Total 755 youth got benefited at Mitra Level. Observations: Anubhav Mumbai observed that these sessions helped the youth to understand the importance of core values in their personal, social and political development. It also helped them to realise the powers which lies within every citizen, the rights which these values has given to them and how they as youth can exercise these values in bringing about the difference instead of being passive lookers. Youth can be the "Change Agent" in their family and society. Best Practice Two:

1. Title of the Practice Signature Campaign on Power of Vote 2. The context that required the initiation of the practice India is an independent and democratic nation. India is a republic nation as it has its own constitution. The Constitution of India came into effect from the 26th of January, 1950. The Constitution is the supreme law code of the nation and it contains fundamental political codes, structures, procedures, powers and duties of the government institutions. It also puts forth the fundamental rights, directive principles and duties of the citizens. The Right to Vote in India is provided by the Constitution and the Representation of people's Act, 1951. Article 326 of the Constitution provides the right to vote to every citizen above the age of 18. According to the Section 62 of the Representation of People's Act, 1951 states that 'every person in the electoral roll of that constituency will be entitled to vote'. The Indian system of voting is a non discriminatory and voluntary.

Our country despite having a huge voter count is unable to bring about any effect in the nation due to various reasons. One of the major reasons for this is the low voter turnout. During the discussion on the People's Representation Bill in Parliament during the year 1951, the idea of including compulsory voting was mooted by a Member but was rejected by Dr. B.R.Ambedkar due to practical difficulties. This was again examined by Dinesh Goswami Committee in 1990 as one of the members had suggested that the only effective remedy for low voter turn outs was to introduce the compulsory voting system. The Constitution of India and the Representation of People's Act have brought it out clearly that is not a fundamental right in India but it is a legal right that is granted to all citizens with a sound mind. India being the largest democratic nation is now losing majority of its voters as they aren't serious and committed towards the future of the nation. Some of the citizens cast their vote as they think it to be a duty but fail to cast it to the right candidate.

There are also many instances of people casting their vote to a particular party or candidate just because the party or the candidate belongs to a particular caste, religion, or they have a great ownership of wealth and so on. Hence, it is high time as concerned citizens of India we need to cast our votes based on the ideology, principles and values of the candidates rather than the money that they give or the caste they belong to. This campaign is being taken up as we realize that it is high time for us to go and cast our votes rather than taking a day off. We as concerned citizens of the nation must take a step towards ensuring that everyone gets to cast their vote and it is also important that they cast their votes to the right candidate whose values and ideologies help in developing the country for the well-being of the citizens. It is also important for the citizens of the nation to realize that voting isn't just a right given to be exercised but is also a duty to be fulfilled to bring about effective change in the society. 3. Objectives ? To sensitize the people on the power of Democracy ? To Create awareness on Right to Vote and Voting the Right Candidate ? To sensitize the youth people on the importance of voting the right candidate ? To get the youth participation in good governance. 4. The Practice Anubhav Mumbai organised a "Signature campaign on the topic Power of Vote" for student and non student youth. The aim of this campaign was to create awareness among college youth and general public on the importance of casting their votes

and also reading the election manifesto in order to cast their votes to the right candidate. The students of various colleges had participated in the campaign. The campaign was done through two major strategies namely door to door signature campaign and street play in western suburb from Bandra to Dahisar. 5. Details of the Campaign Duration of Campaign: 17th December 2018 to 5th January 2019 Campaign Flow ? Kick Start Meeting. ? Meetings with the students in their Colleges. ? Training the youth for campaign by training youth for Street play and door to door signature. ? Performing the Plays in their respective communities. ? Door to door visits by youth in their respective communities. ? Analysing ? Reporting Colleges Participated: ? DTSS College, Malad ? Rizvi College, Bandra ? Shailendra Degree College, Dahisar ? Nagindas Khandwala College, Malad ? Valia College, Borivali. Campaign Performance: The campaign began after the kick start meeting. The campaign was done through two major strategies namely door to door signature campaign and street play. A total of 34 street plays were performed by Rizvi College, DTSS College and Shailendra Degree College as part of the campaign. Around 3,283 signatures were collected as a part of the door to door awareness signature campaign. Learning: ? Youths got the opportunity to interact with people. ? Youth understood the opinion of the people on the subject. ? It helped the youth to build their confidence. ? It helped the youth to learn how to build a good rapport with the community people.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://cswnn.edu.in/sites/default/files/Best%20Practices%20AM%202018-2019.pdf>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Kerala Flood Relief Intervention Climate change and hazards following the same has become a serious area of concern all over the world. Kerala, the southern state of India had a traumatic experience from 15th of August 2018 where excess rain disturbed the life of people all over the state. Kerala flooded throughout its length and breadth and marked the largest flood experienced after 1992. Lives, livelihood, living conditions, livestock and so on were shattered by the flood waters towards the end of August. College of Social Work, Nirmala Niketan, Mumbai always had a very vibrant response to the disasters happening all around the country. College possess a legacy of lending a helping hand to the people in the crises situations of disasters. College responded immediately to the flood relief needs of Kerala. As a first phase intervention, A volunteer student from the college, Mr. Bibin from MSW 2 joined Kottapuram Integrated Development Society (KIDS). KIDS is an Non Profit organisation working in Kottapuram of Thrissur district for the empowerment of women through SHGs and handicrafts, but took charge of flood relief in Kottapuram area right from the time flood began. Mr. Bibin together with other volunteers from different parts of Kerala under KIDS helped in cleaning up of wells and houses which were affected by the flood water. He volunteered from 24th to 31st August 2018. On the second phase of intervention college, in collaboration with KIDS Kottapuram conducted a need assessment survey in 12 Panchayats of Ernakulam district. A team of 15 students and one teaching faculty was sent to Kerala to help KIDS in completing the survey. Team worked with KIDS from 2nd to 12th September, during which the team also helped Loyola College Chennai for an FGD with women in the Panchayats and an Art therapy session for children in a municipal school. Team also helped in a sample survey of United Nations to assess the magnitude of the disaster. During the survey students made sure that people get a space to ventilate their problems and worries. It was from 3rd November to 14th November 2018 that the college sent a team for the third phase of intervention. Again a

team of 15 students and one faculty member were sent to Kerala. Task of the team was to help the organisation in construction of houses for the people who have lost their home in flood and also helping in demolition of houses which are dilapidated due to floods. Team tirelessly worked to construct houses and toilets and demolish homes which are not in a good condition to live in. Apart from the interventions, college has also helped the organisation financially to support its interventions.

Provide the weblink of the institution

<http://cswmn.edu.in/sites/default/files/KERALA%20FLOOD%20INTERVENTION%20REPORT%202018.pdf>

8.Future Plans of Actions for Next Academic Year

Future plans for the academic year 2018-19 Having awarded autonomous status in Feb 2019. The IQAC along with the teaching and non-teaching staff planned the following detailed future plan which was also presented to the Nirmala Niketan Institute and RUSA. The areas identified are in relation to the physical facilities, students progression, teaching and non-teaching staff and field action projects to reach out to various target groups in urban and rural Which are as follows

1. Strengthening the existing courses offered currently for BSW and MSW by revising the curriculum
2. Developing Add on Value added courses to enhance the employability of the students
3. Develop skill training and value based modules on Art based Therapy, Media and Communication, Research skills, Writing skills, Project development, Monitoring and Evaluation, Participatory Rural Appraisal (PRA).
4. Initiate minor social entrepreneurship projects by students, with Alumni assistance
5. Develop new initiatives and strengthen field action project on Livelihood for Tribal Women and Rural Youth
6. Develop projects on elderly and persons with disability capacity building care giving skills
7. Youth Capacity and Leadership Training Programs through extension activities
8. To revamp the research initiatives by organising intensive training programmes on research for students
9. Capacity training programme for youth through extension activities
10. Initiative collaborative program and academic initiatives with government and non government organisations
11. To encourage students to organise national students led programmes and conferences
12. Seed money for research to faculty members
13. Strengthening the remedial english and remedial coaching for scholastically backward students
14. Welfare programmes for SC, ST, OBC, Disability, minority to develop their personality, leadership skills, mentoring and counselling and boost their self confidence
15. Initiating Social Entrepreneurship cell to provide training in soft skills enhancing job opportunities for all students
16. Increase infrastructural facilities to organise students' activities and other simulation-based
17. Increase number of teachers and field work instructors so as to provide additional time for involvement in extension activities
18. Establish interface with corporate houses and industry in view of the upcoming trend of
19. Corporate Social Responsibility and explore possibilities of activity-based funding.
20. Initiate more short-term courses on subjects such as Parenting and Caregiving
21. Skills, Suicide Prevention among Youth, Corporate Social Responsibility, and Basic Research Skills in view of the demand and interest for such courses.
22. Conduct refresher courses for alumni.
23. Collaborate with other state, national, and international colleges of social work, especially on academic areas and research.
24. Renovation to set up exam centre under autonomy
25. Online library access software
26. Upgrade ICT in classrooms
27. Anti-plagiarism, SPSS, R, N-VIVO, inscribe software
28. Up gradation of computer lab and office through purchase of computer, scanner etc., laptop (laptop bank for students) DMS.MIS, upgrading website,
29. Internet and WI-FI facilities, additional licensed software for computer lab -anti-virus
30. Orientation for administrative and support staff on teambuilding, stress time management, leadership and communication skills
31. Improving of computer skills of students, project and Non- Teaching staff through

