

ALUMNI ASSOCIATION COLLEGE OF SOCIAL WORK ANNUAL REPORT 2023 – 2024

Re-aligned Managing Committee Members:

President	Mr. Alvin Dsouza
Vice President	Mr. Albin Thomas
Secretary	Ms. Anna Assisi (2023-24); Ms. Jasmine Moses (2024)
Treasurer	Ms. Shama Sawant
Ex-Officio Member	Dr. Lidwin Dias (Principal CSWNN), Dr. Sonia Rodrigues, Ms. Pallavi V. Xalxo
Executive Member	Mr. Cletus Zuzarte, Ms. Siddhi Gheewala, Ms. Anna Joy, Mr. Steve Rocha, Ms. Jasmin Moses, Ms. Michelle Crasto, Mr. Namdev Yedage, Mr. Swapnil Surase, Mr. Vikas Joseph.

Life members with AACSW:

This year about 30 alumni have become life members with AACSW. The Alumni who frequent the College for various purposes like getting extracts of their study and obtain official academic records were encouraged to become lifetime members and they have also signed up on the online registration form. They have ranged from very senior alumni and also some of the recently graduated students. Membership lists have been updated with the data received from the registration forms and the data from the CSWNN Registers 1971 to 1974 and the excel forms are constantly updated with data that is received from those students who visit the college. This membership updating has been done through the Alumni Office under the guidance of Ms. Shama Sawant.

Managing Committee Meetings

1st April 2023, Saturday

Key resolutions/decisions:

- ❖ Meeting Attendance: Members absent for 3+ meetings will be asked to step down.
- ❖ Monthly Meetings: Scheduled for the 2nd Saturday of each month, from 4pm to 6pm.
- ❖ Account and signatories: As per the resolution passed - Dr. Lidwin being the ex officio member would continue to be the key signatory along with Mr. Cletus Zuzarte, the elected President as per the election process (applicable till 2025) and since he would be available in the College for signing the cheques.

13th May 2023, Saturday

This meeting was a brainstorming on the following topics:

- ❖ **Continuous development of Alums:** This committee focused on organizing proposed advanced workshops, a needs assessment form, and networking initiatives, with training programs set to begin in July
- ❖ **Revenue Generation:** The committee highlighted the need for legal compliance before exploring fundraising options.
- ❖ **Networking:** The committee emphasized database building, local and international chapters, and using LinkedIn for connections.
 - As per the mandate of Networking and Strengthening the Alum Association, Mr. Cletus Zuzarte shared an appeal on the Lifetime Members Group for Alumni Volunteers on the 9th June, to spare at least one hour of their time once in a month. As a response around

- 18 prospective Alumni pledged their support and a meeting was called for on the 15th June (Saturday), 2024 at 4.00pm for a meeting to discuss probabilities on how to organize this proposal. Cletus shared the concept of being an Alumni Volunteer.
- The outcome was that Ms. Clarissa came regularly to support the admin requirements of the Alumni Association. She updated the files of the Alumni association and also helped Shama in updating the minutes book of the Alumni Association across the years before 2022. Ms. Jasmine & Ms. Shabana too came regularly for meetings and provided their active support for the Association.
 - ❖ **Mentoring and Leadership:** The committee proposed soft skills training, academic mentorship, and job placement support, suggesting collaboration with the college. Feedback included focusing on life skills training.
 - ❖ The purchase of a phone and SIM card for Alum Association use was approved.
 - ❖ Future chapter expansions were proposed in Goa, Bangalore, Pune, Nashik, Jalpaiguri, New York, London and Toronto. The first step would be begin with Whatsapp Groups and later the Alumni there would take active part in meeting and initiating NN Chapters in their cities. Of these the Goa Whatsapp group was formed and an informal meeting was held in Delhi along with Steve.

6th July 2024, Saturday

Key resolutions/decisions:

- ❖ A resolution was passed after the review of the Audit Statements received from the Auditor Kelkar covering the years 2010 to 2023. The resolution is as follows:
 - It has been resolved that the Audited Statements of the Alumni Association of College of Social Work for the financial years from 2010 to 2023 audited by Soham Ketkar and Associates is accepted and passed by the Alumni Association of College of Social Work
- ❖ The members of the Alumni Association who were not functioning could be replaced with Alumni Volunteers who were expressing their interest to contribute like Ms. Shirin Mehta, Ms. Clarissa Barrett, Mr. Abhishek, Ms. Shabana Khan, and other younger alumni.
- ❖ Availability of the Alumni Room for Alumni Association (2nd Floor of CSWNN – Wed to Sat)

3rd August 2024, Saturday

Key resolutions/decisions:

- ❖ Date for Alum meet was finalized at 14th December 2024, in College of Social Work (Empowered Autonomous) Nirmala Niketan building, Churchgate.
- ❖ The students of BSW and MSW will be involved in preparation of Alum meet.
- ❖ Roles and responsibilities of the committee members were shared, clarified, and discussed
- ❖ Ms. Clarissa Barret and Ms Shabana Khan were co-opted as ad-hoc members to the Managing Committee of CSWNN Alum Association
- ❖ In the context of raising funds for the students through enhancing Alum support, it was decided that the Association have an 80G and a 12A certification.
- ❖ A special AGM was scheduled for 24th August 2024 at 4.00 pm in the Alum Association Office in the College premise.

Alumni Association Administrative Update:

With the help of Ms. Clarissa, Ms. Shama and Mr. Cletus the Administrative Filing has been updated with records that have been placed in files. The minutes files and books have been reworked with minutes updated as per the requirements of the Charity Commissioner in lieu of the requirement for the regularization of the Trust. Simultaneously as per the financial audit requirements the books of

accounts were updated with receipts in place and the bills and vouchers in the file so that the auditing could be done till date from 2010 to 2023.

Finance updates

Under the directives of the Auditor the various financial records were kept up-to date by the filing of vouchers and receipts in sequence and the updating of financial records in the books of accounts. The AACSW accounts has been audited from April 2010 till financial year March 2023. The accounts now will be filed as per the requirements of the Trust once it is regularized.

Regularization of the Alumni Association CSWNN

This committee's main goal was to regularisation of the Alumni Trust and Society Registration.

- ❖ Finance Auditing was followed up meticulously with the Auditor and his payment was settled.
- ❖ Contacting the Charity Commissioner for regularization of trust documents, this includes filing of change reports and to obtain the official documents from the charity commissioners office and set the change reports in order since the registration of the trust.
 - Finance auditing is done from 2010 to 2024 is done. However, filing with the Charity Commissioner needs to be done and this requires the specific documents
 - AACSW latest PAN card is in the process of receiving the corrected copy.
 - The change report needs to be filed and there is a whole process of requiring the Minutes of Annual General Body meeting, Minutes of AACSW committee meetings, Resignation letters of the elected trust members. This is in the process of being regularized. The Charity Commissioners office is assisting us to set the books
 - This regularization is required to function legally and effectively.

Areas that require Alumni support

Support the Project for Midday Meal for CSWNN Students, it works out to Rs. 6,000/- per student per year. Alumni Batches could volunteer to support any number of students they decide to. A flyer was prepared and yet remains to be shared to enlist donors from the Alumni once the registration status is in order and finance status is cleared with the auditors.

Alum Interactions with the Students:

10th June 2024 – Alum interaction with MA students

Ms. Archana Nair, (MSW 2001) is a social entrepreneur. She was invited to share her expertise with the students. The topic she covered was 'My journey as an entrepreneur'. This was a motivation session for budding entrepreneurs

On the 17th July 2024, MSW first years had an active interaction with Alumni from the Association and other Alumni who were available. Mr. Alvin D'souza, Ms. Shabana Khan, Mr. Cletus Zuzarte interacted and shared their experiences of life in the College, Field Work and their current engagements in their areas of expertise.

Some Alumni who come to the College to revive their memories, meet friends and teachers have connected with the College Alumni Association members too. Here are a few updates on these encounters.

The Whatsapp groups of the Alumni have been recategorized into thematic groups and only one General Group and one Lifetime Members groups is now being maintained and guided by the Alumni Association. Besides this the LinkedIn Group too has been renewed and posting has begun along the Facebook groups that continue.

AGBM 2024

The Annual Body General Body Meeting was planned and held on the 24th August (Saturday), 2024 to discuss on the status of the regularization of Alumni Association and to plan for the Alumni Dinner Meet which was scheduled for the 14th December, 2024. Ms. Shama gave an update on the process so far and the steps to be taken to file the change reports, the minutes of the AGMs held and to obtain the resignation letters of the Alumni Association Office Bearers of the previous terms. The team then discussed about a plan for the Alumni Dinner and the responsibilities to be undertaken by each of those in the Association. Committee wise responsibilities were allotted and shared and each were asked to update on the progress in the group. Cletus reported on the realignment of the existing whatsapp groups to thematic groups and reduce information sharing to just one group and the lifetime members group. The other social media handles too were to be regularized as per the existing ones in circulation.

Pending Work:

a. Funds from Milaap yet to be received:

Funds obtained in 2019 to 2020 through the online crowdfunding platform - Milaap. We have submitted the required documents from Alumni Association including the Pan Card and an official letter of request to submit the amount to the concerned person, however they have still not transferred the amount of Rs. 25,000/- Ms. Jasmine will lead the process

b. Regularization of the Legal Status of Alumni Association of CSWNN

Based on the status mentioned above, the Association will pursue the steps required in coordination with the Charity Commissioner – Ms. Shama will lead the process.

To be Finalized:

- ✓ Date for the next Alumni Meet – December 2025 or March 2025
- ✓ AGBM – April 2025 first week

Timeline:

1. 2024-25 – Regularization of Administration Documents, Membership, Formation of Chapters – State Level, Project Midday Meal
2. 2024-25 – Building of a Professional Networking Forum, Formation of Chapters – International Level, One Refresher Workshop as per needs assessment of Alumni (through whatsapp thematic groups – proposed CSR)
3. 2025-26 – Fund Raiser towards – fostering SW Education Sponsorship and CSWNN Field Project Development Initiatives

Year /Qtr	Task / Goal	Responsible Persons One Elected & One AA Volunteer
2025 – 1 st	Pending –Change Reports & Bank Docs	Secretary & Treasurer

2025 – 2 nd	Formation of City / State Chapter – Thane/Vashi, Delhi, Pune, Goa	Steve, Alvin & Jasmine Cletus
2025 – 3 rd	Formation of City / State Chapter – Nashik	Shirin Mehta
2025 – 4 th	Formation of International Chapter – UK / Canada / US (any one)	Daisy,
2026 – 1 st	As per Goals	
2026 – 2 nd	Formation of State / City Chapter	
2026 – 3 rd	Formation of International Chapter – UK / Canada / US (any one)	
2026 – 4 th	As per Goals	

STRATEGIC PLAN FOR THE ALUMNI ASSOCIATION COLLEGE OF SOCIAL WORK – 2024 - 26

Vision: Vibrant and Enthusiastic Alumni of CSWNN working towards creating effective networks of CSWNN Social Work Professionals & enhancing their impact in society and the social work profession

Mission / Goals:

1. Supporting and Foster Social Work Education of Students
2. Providing the necessary support for Development Initiatives of Students and Professionals
3. Promoting critical reflection and action on any pertinent identified current social issue.
4. Building Networks among CSWNN Alumni through a database and platforms of interaction – to promote learning at the Professional level and at CSWNN Academic Level
5. Expansion of Forums of Alumni Interaction through State Chapters
6. Improve /Update skills and capacities of CSWNN Alumni through Refresher Capacity Building Workshops and Trainings
7. Raise Funds for furthering the expansion of CSWNN Educational Initiatives

Proposed Strategy for the coming Year 2024-25:

1. Continue the work of Regularizing the Legal Status of the Alumni Association – Trust and Society
2. Get the Finance records with the Bank updated
3. Get the Pan Card Updated and Correction done
4. Once the legal process is done, work on the getting 80G Certification so that we can then take donations especially for the Project to be supported.
5. Membership List will consist of four members from each batch who will be AACSW members who will be in contact with the AACSW for Yearly Alumni Meet and Projects to be taken up.
6. Initiate Sponsorship Project – Midday Meal for CSWNN Students during the academic year.
7. Activate the Committees that were formed in 2024 to work with a plan for at least one activity or event during an academic/ calendar year to achieve the goal.

Minutes written by:

Ms. Pallavi Xalxo – 13th December, 2024