

Minutes of the IQAC Meeting held on 11th October 2023 at 2.30 p.m.

Members Present:

1. Dr. Lidwin Dias, Chairperson
2. Dr. Vaijayanta Anand, Coordinator, IQAC
3. Dr. Anita Machado, Associate Professor
4. Dr. Renu Shah, Assistant Professor
5. Dr. Ronald Yesudhas, Assistant Professor
6. Dr. Kalyani Talvelkar, Assistant Professor
7. Ms. Meghna Vesvikar, Assistant Professor
8. Mr. Cletus Z., Assistant Professor
9. Mr. Pravin K. Gavali, Secretary IQAC
10. Ms. Shweta Malvankar, Office Superintendent
11. Ms. Swati Karekar, Assistant Administrator
12. Ms. Sabeena Gonsalves, Member of the Management
13. Ms. Farida Lambay, Nominee from the Local Society
14. Mr. Elvis Thomas, Nominee from Employers
15. Mr. Santosh Shinde, Nominee from Stakeholders

Apologies

1. Dr. Sonia Rodrigues, Associate Professor
2. Dr. Helen Joseph, Alumni Representative
3. Mr. Vinayak Dalvi, Nominee from Industry

Agenda

1. Minutes of the meeting held on 2nd May 2023
2. Reporting on the student-led conference.
3. Student satisfaction survey report and action taken report.
4. Amendment in exam policy
5. BSW and MSW grid as per nep
6. Updates on upcoming events
7. Any other businesses

The minutes of the previous meeting held on 2nd May 2023 were proposed by Mr.

Elvis Thomas and secondary by Dr. Ronald Yesudhas

Dr. Lidwin announced Mr. Pravin Gavali, Librarian will be the secretary for the IQAC committee for this term.

Action Taken Report:

1. **Academic Calendar:** Dr. Lidwin said that the Academic calendar was finalized but because of the delay from Mumbai University to provide the academic schedule for BSW, some changes were made. So, we have now printed copies and soft copies of the whole calendar which is available on the college website. This was also circulated to all stakeholders.
2. **International Conference:** Dr. Lidwin said that though we were supposed to receive the RUSA grant i.e., 1.25 crores, we did not receive it. Hence, we did not conduct the conference as the whole expenses will be on the college. In this context, it was proposed that the college needs to raise funds and have a drive to sustain financially all our programmes. Secondly, she said that for conducting an International Conference, we need to have a NOC from the Ministry which also takes time. So, in the faculty meeting, it was decided to change from the International Conference to the National Conference and have it in March 2024. We shall try to raise the funds from UGC or ICSSR. This proposal was accepted by the members.
3. **AQAR Report 2021-22:** All the 7 criteria faculty members and convener have worked on it, At the final check from the principal it was found that a lot of missing data needs to be added and rectified. All the committee members are reworking on the suggestions given.

4. **MIS Software:** Dr. Lidwin asked about MIS software utilization. Dr. Ronald said that it is not up to the mark for attendance purposes. He said that it's not tailor-made based on our needs. Dr. Vaijaynta and Dr. Kalyani also shared that the Biometric attendance system can be explored. Dr. Lidwin said that we need to find a reputed MIS vendor in view of the NAAC visit.

Agenda:

1. Reporting on the student-led conference:

Dr. Ronald informed that the National Level Student-led conference was organised by the College of Social Work (Autonomous) Nirmala Niketan on 29th and 30th September 2023 and it was held at the Extension Centre, College of Social Work (Autonomous), St. Pius Campus, Goregaon, Mumbai.

The Key theme of the Conference was “The Evolving Landscape: Envisioning the Future of Professional Social Work in India”. The conference majorly explored the sub-themes:

- A) Diversity and Inclusivity in Social Work,
- B) Citizen Rights, Politics and Social Action,
- C) Ecology and Wellbeing,
- D) Social Work Education

Ms. Josephine Sarodas and Ms. Treasa Roshni JC along with the organising committee from both MSW 2 and BSW 3 classes conducted the National Conference successfully. With a total of 35 external students participating from a total of 10 colleges, the conference saw an inspiring number of external paper presenters this year. Overall, there was participation of 150 students

inclusive of CSWNN, and some of the who took part were MVP College of Social Work, TISS Mumbai, School of Social Work, Roshni Nilaya Mangalore, Madras School of Social Work, Goa University, SNDT Women's University, Azim Premji University Bangalore, Visva Bharati Sriniketan, Athawale College of Social Work and University of Delhi.

A total 31 papers were presented and of those 6 papers were from our college students.

These papers presented at the conference covered a wide range of topics related to social work. The papers were well-presented and informative. The researchers used appropriate research methods and their findings were supported by data. The researchers also provided valuable suggestions for addressing the problems that they identified.

Dr. Lidwin thanked Dr. Vaijaynat Anand and Dr. Ronald Yesudhas, the Advisors of the Student-led conference for successfully organising the conference.

2. Student satisfaction survey report and action taken report.

SSS was presented for the year 2019-20, 2020-21 and 2021-22

The major feedback given by the students were as follows:

MSW and BSW:

- Students expressed the need to have a course on CSR. Students also expressed the need to get more management skills in handling NGOs and CBOs.

- MSW students felt that the subject “MNPO” should be introduced at the Sem-III instead of Sem-IV so that they can use the information in the field.
- Majority of the students were satisfied with the structure of the syllabus, and they were taught well by the lecturers.
- They preferred interactive classes as well as informative lectures.
- With regards to infrastructure, students have suggested repairs to Gym equipment and a water filter facility on the 2nd floor.
- Students of MSW-II have requested that the timetable be structured keeping in mind core subjects and the electives.

Concerning this feedback from students, the following actions were taken by IQAC:

- A field safety policy was prepared in 2020-21 and was shared with all the NGOs both for field work and Block placement.
- For the BSW students writing in Marathi/Hindi, a study class was introduced where Alumni of the college came and helped them understand the subject and prepare the answers. Through the Equal Opportunity Cell, sessions were taken for the students to face the exam effectively. Inputs were given on how to study, avoiding exam stress, and how to write exam papers.
- The suggestions related to the syllabus have been incorporated to some extent like MNPO addresses skills related to CSR and Social Enterprises.
- Other suggestions will be considered in the next syllabus revision.

- The timetable for classes was designed keeping in mind core subjects were all students need to attend and electives where selective students attend classes.
- The Gym equipment was repaired, and broken equipment was replaced.
- A water filter was installed on the 2nd floor.

Dr. Vaijayanta concluded by saying that the Google form for the SSS should be revised and each class should be covered. This will ensure that the feedback is more representative of student's needs. It was suggested by her that student representatives in various committees Students Council and Equal Opportunity Cell be asked to fill out the Google form.

3. Amendment in exam policy

Students will have to clear Internal and External exams separately. Students with Disability will be given Compensatory time. For students with disabilities, we need to develop a Disability Policy that would allow for oral field work recording and oral assignments. Voice-to-text software needs to be encouraged. Students need to be oriented on Disability Policy.

4. BSW and MSW grid as per NEP

IQAC approved MSW Grid (based on NEP) for AY 2024, dated 10th Oct 2023

Year	Semester	Major		RM	RP	Cumulative Credits
		Mandatory	Track Mode Electives/ Specialisation			
1	1	CC 1: Introduction to Social Sciences (4 credits)	DSE 1: Health and Social Work (4 credits)	RMC 1: Research Methodology- 1 (4 credits)	---	22
		CC 2: Social Work with Groups (4 credits)	Or DSE 2: Rural and Urban Community Development (4 credits)			
		CC 3: Field Work in Specialisation Area- Part 1 (4 credits)	Or DSE 3: Child and Family Studies (4 credits)			
		CC 4: History and Philosophy of Social Work (2 credits)				
	2	CC 5 : Community Organisation (4 credits)	DSE 4: Mental Health Practice (4 credits)	RMC 2: Research Methodology- 2 (4 credits)	---	22
		CC 6 : Social Work Practice with Individuals and Families (4 credits)	Or DSE 5: Marginalisation and Social Inclusion (4 credits)			
		CC 7 : Field Work in Specialisation Area- Part 2 (4 credits)	Or DSE 6: Women Studies (4 credits)			
		CC 8: Psychology for Social Work Practice (2 credits)				
Cumulative Credits required for Exit with PG Diploma:						44
2	3	CC 9: Social Policy in Development Context (4 credits)	DSE 7: Therapeutic Interventions (4 credits)	---	RP 1: Research Project- Part A (4 credits)	22
		CC 10: Administration in Social Work (4 credits)	Or DSE 8: Sustainable Development and Environment (4 credits)			
		CC 11: Field Work in Specialisation Area - Part 3 (4 credits)	Or DSE 9: Geriatric Social Work (4 credits)			
		CC 12: Training and Supervision in Social Work (2 credits)				
	4	CC 13 : Integrated Social Work Practice (4 credits)	DSE 10: Disability Studies and Practice (4 credits)	---	RP 2: Research Project- Part B (8 credits) Research Tracks: A. Health Care B. Community Development C. Child and Family Welfare	22
		CC 14: Human Rights and Legal Literacy (4 credits)	Or DSE 11: Globalisation and Informal Labour (4 credits)			
		CC 15 : Field Work in Specialisation Area - Part 4 (4 credits)	Or DSE 12: Youth Work (4 credits)			
Cumulative Credits required for MSW Degree:						88

In January, the syllabus development for the program will begin after the grid is approved by statutory bodies.

5. Updates on upcoming events

- On 30th November 2023 National Conference on AI is planned in association with the St. Paul's Institute of Communication Education for Women, with the support of ICSSR.
- On 2nd December 2023, Dr. Dorothy Baker Chair Lecture Series on Peace and Development was decided. The theme for the Lecture Series is "Youth for a Participatory and Rights-Based Inclusive Society" and for the Keynote Address, Dr. Rama Shyam is invited.
- On March 15-16, 2024, the National Conference of Field-Based Research in Social Work and Social Ethics is planned. The theme for the same was discussed and suggestions were offered for the final theme. Dr. Kalyani will finalise the concept note incorporating suggestions and circulate it to IQAC.

6. Any other Business

- It was informed that the next NAAC visit to the college will be in December 2024.
- It was discussed that since Mr. Vinayak Dalvi has not been attending IQAC meetings and has not been contributing much to the IQAC, a few more names can be suggested for the next academic in the Nominee from Industry category.

- The members suggested the following names as Industry nominee
 1. Mr Pramod Nigudkar
 2. Ms Ramona Hamid (CIPLA Foundation)
 3. Mr Prabhakar P
 4. Ms Mabelene (L&T) (Mrs Lambay will contact her)
- The name of the student representative nominated by the Principal in consultation with the faculty member will be declared in the next meeting

Meeting ended with vote of thanks to the chairperson.