



YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

1.Name of the Institution

**Manavlok Social Work College
Ambajogai**

- Name of the Head of the institution **Dr Prakash Bhimrao Jadhav**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**

- Phone no./Alternate phone no. **7770015050**
- Mobile no **7770015050**
- Registered e-mail **manavlok1999@ymail.com**
- Alternate e-mail **manavlok1999@gmail.com**
- Address **Manavlok Ring Road Ambajoga dist
Beed**
- City/Town **Ambajogai**
- State/UT **Maharashtra**
- Pin Code **431517**

2.Institutional status

- Affiliated /Constituent **affiliated**
- Type of Institution **Co-education**
- Location **Rural**

- Financial Status **Grants-in aid**
- Name of the Affiliating University **Dr Babasaheb Ambedkar Marathwada University, Aurangabad**
- Name of the IQAC Coordinator **Dr Rama Achyut Pande**
- Phone No. **9405343510**
- Alternate phone No. **7770015057**
- Mobile **9405343510**
- IQAC e-mail address **iqacmanavlok@gmail.com**
- Alternate Email address **manavlok1999@ymail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)

manavloksocialworkcollege.co.in

4.Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

[http://www.manavlokcollegeofsocialwork.co.in/img/Academic%20Calendar%202023-24%20\(1\).pdf](http://www.manavlokcollegeofsocialwork.co.in/img/Academic%20Calendar%202023-24%20(1).pdf)

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	B++	2.98	2023	09/11/2023	08/11/2028

6.Date of Establishment of IQAC

01/05/2011

7.Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	Nil	Nil

8.Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

[View File](#)

9.No. of IQAC meetings held during the year 05

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? No

- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? No

- If yes, mention the amount

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

1. Shifting of Principal's Cabin: 2.Faculty Promotion, 3. TV Installation in Conference Hall with Wi-Fi:5. Research Projects - Two Initiatives: 5. Workshop on Research Methodology for PhD Students:

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

Plan of Action	Achievements/Outcomes
Admission Process	completed
Preparation of time table and subject allotment	completed
Orientation visit of 3rd sem. 1st sem.	completed
Parent Meeting	completed
Field Work Placement III sem	completed
Internal Theory Exam and Internal Assessment	completed
Mahatma Gandhi Birth Anniversary, Lal Bahadur Shastriji Jayanti (Gandhi Vichar Sansakar Pariksha)	completed
Student Council formation	completed
Study Tour / Extension work	completed
Convocation Ceremony and Namvistar Din	completed
Block Placement Training	completed

13. Whether the AQAR was placed before statutory body? **Yes**

- Name of the statutory body

Name	Date of meeting(s)
College Development Committee	20/06/2024

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

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• Designation	Principal
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• if yes, whether it is uploaded in the Institutional website Web link:	http://www.manavlokcollegeofsoci alwork.co.in/img/Academic%20Calendar%202023-24%20(1).pdf				
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Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
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6.Date of Establishment of IQAC			01/05/2011		
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Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		
9.No. of IQAC meetings held during the year			05		
• Were the minutes of IQAC meeting(s)			No		

and compliance to the decisions have been uploaded on the institutional website?		
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File	
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13.Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
College Development Committee	20/06/2024
14.Whether institutional data submitted to AISHE	
Year	Date of Submission
2023	11/12/2024
15.Multidisciplinary / interdisciplinary	
The concept of multidisciplinary and interdisciplinary approaches	

has been embraced by Dr. Babasaheb Ambedkar Marathwada University under the New Education Policy (NEP) 2020. This approach allows students to explore knowledge and skills across various disciplines, fostering a holistic and well-rounded educational experience. As a social work college, we recognize the importance of integrating knowledge from diverse fields to address complex social issues effectively. Social work inherently benefits from a multidisciplinary perspective, drawing insights from psychology, sociology, economics, public health, and law, among others, to understand and resolve social challenges comprehensively. This year, the university has introduced specialization options within courses, enabling students to choose areas of focus that align with their interests and career goals. With the adoption of NEP 2020, the university has further strengthened the multidisciplinary and interdisciplinary approach, encouraging collaboration across disciplines. Students now have the flexibility to select subjects from different streams, enhancing their knowledge base and preparing them for real-world challenges where cross-disciplinary expertise is essential.

16.Academic bank of credits (ABC):

Dr. Babasaheb Ambedkar Marathwada University has implemented the Academic Bank of Credits (ABC) system as part of the New Education Policy (NEP) 2020 to enhance flexibility and student-centric education. The ABC system allows students to securely store and manage their academic credits digitally through Digilocker, a government-approved platform. Our college is assisting students in opening their Digilocker accounts and ensuring that all necessary personal and academic information is accurately filled. This information is then submitted to the university, which maintains the Academic Credit Bank. The Academic Credit Bank serves as a centralized repository where students' credits are securely stored. These credits can be utilized for academic mobility, credit transfer, and degree completion, empowering students with greater flexibility in their educational journey. While the college provides and verifies the required information, the responsibility for maintaining the credit bank lies with the university. This year, our college successfully opened Digilocker accounts for 64 students and submitted their details to the university for integration into the Academic Bank of Credits. This initiative ensures transparency, accessibility, and efficiency in academic record management, aligning with the goals of NEP 2020 to create a more dynamic and inclusive education system.

17.Skill development:

The social work course is newly designed for the development of the skills of the students. the curriculum consists field work and theory. the field work activities develops the skills in intervention, planning, implementation, resource managemet, communication, research writing skills etc are practically taught. the course is about the Skill development and Entrepreneurship abilities to be taught at postgraduate levels. through this course the young rofessionals with good communication skills and quest for a self-motivated life-long learning, focusing on skilling and re-skilling in their respective field of social work. college has initiated skill-based programs aimed at enhancing various competencies among students. Soft skills, report writing, resume and biodata preparation, interviewing techniques, and job application writing are all essential skills for students to succeed in their academic and professional pursuits. Additionally, imparting ICT skills is crucial in today's digital age, as proficiency in technology is increasingly becoming a prerequisite in many fields.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

It's commendable that the college is integrating Indian knowledge systems into its curriculum, especially by offering teaching in regional languages like Marathi to meet the demands of the students. This approach not only makes education more accessible and relatable to students but also preserves and promotes indigenous languages and cultures. Fieldwork as an integral part of social work education is invaluable, as it provides students with hands-on experience and exposure to diverse communities, cultures, and languages. This practical engagement allows students to develop a deeper understanding of social issues and enhances their ability to work effectively in multicultural environments. Incorporating seminars and assignments on social issues, cultural aspects, and practices further enriches students' learning experiences by encouraging critical reflection and dialogue. By addressing these topics, students gain insights into the complexities of society and develop empathy and cultural sensitivity, which are essential qualities for social workers. Overall, by integrating Indian knowledge systems, teaching in regional languages, and emphasizing fieldwork and cultural understanding, the college is fostering a holistic and inclusive approach to education that prepares students to engage meaningfully with diverse communities and contribute positively to society.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

It's common for universities to design the syllabi and set the course outcomes and objectives for various programs. In this scenario, the college plays a crucial role in implementing these guidelines effectively. By focusing on the outcomes of the program, the college ensures that students achieve the intended learning goals and acquire the necessary skills and knowledge. Implementing the courses effectively involves various aspects such as designing appropriate teaching methodologies, selecting relevant learning materials, providing necessary resources and support, and assessing student progress. The college may also tailor certain aspects of the curriculum to meet the specific needs and preferences of students while staying aligned with the university's overarching guidelines. By prioritizing the program outcomes and ensuring effective implementation of the courses, the college contributes to the quality of education and the overall success of the students. This collaborative effort between the university and the college ensures that students receive a well-rounded education that prepares them for their future endeavors.

20.Distance education/online education:

ours is a fulltime regular college, except pandemic situation, all the classroom teaching is conducted physically. in few instances online mode is followed. mostly individual and group conferences are sometime organised by online mode. in exceptional cases the classroom teaching is organised by using online mode. the institution is triving to start the courses with online mode.

Extended Profile**1.Programme**

1.1 01

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1 65

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2

48

Number of seats earmarked for reserved category as per GOI/
State Govt. rule during the year

File Description	Documents
Data Template	View File

2.3

34

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1

06

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2

0

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1 01

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1 65

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 48

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	View File

2.3 34

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 06

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2	0
Number of sanctioned posts during the year	
File Description	Documents
Data Template	No File Uploaded
4.Institution	
4.1	04
Total number of Classrooms and Seminar halls	
4.2	16.12296
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	17
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The college conducts staff meetings at the beginning of each semester to discuss course content and execution. Teaching diaries are distributed among faculty members to maintain teaching records. Field work is an integral part of social work education, with two days per week reserved for practice in institutions and communities. Attendance diary and record book are provided for field work, and students submit records to supervisors. Certificate courses are introduced for each semester, covering topics such as gender, environment, and professional ethics. Activities include workshops on gender equality, discrimination, water conservation, and climate. Guest lectures are also organized on gender, human values, and environment. A webinar series is organized on issues such as child development, social inclusion, rural reconstruction, care and protection of senior citizens, youth and mental health, and dependency to independence. Students present 'Bhumika', written up on social issues, which is displayed on the board and read by

readers. Feedback from stakeholders is collected at the end of the academic year, analyzed, and communicated to relevant bodies.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Our university provides the detailed programmes including opening of the college, commencement of classroom teaching, internal exams and theory exams. As per the schedule provided by the university, college conducts the examinations. The college prepares academic calendar including tentative dates of assessment.

The college follows the CBCS pattern, as per university syllabus the assessment pattern is 20 marks for internal and 80 marks for external.

The assessment components such as concurrent field work, orientation visits, research dissertation, individual conference, group conference, communication skills, and viva-voce on concurrent fieldwork and orientation visits are also assessed by the internal and external examiner. The institution strictly follows the academic calendar and conducts the every activity in time. The in charge faculty members with the approval of principal, display the schedule of assessment.

As per instructions by the affiliating university and state government of Maharashtra during pandemic, the college has conducted all the internal and external assessment by online/offline mode. For field work assessment, students Whatsapp group were created and through these groups students were submitting their field work report and assignments.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	http://www.manavlokcollegeofsocialwork.co.in/img/Academic%20Calender%202023-24%20(1).pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)**

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

04

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment**1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum**

The college of social work, affiliated with Dr. Babasaheb Ambedkar Marathwada University, Aurangabad, follows a syllabus that covers issues such as gender, environment, and professional ethics. The syllabus combines theory and practical field work, with orientation visits at institutions and workshops on gender equality, discrimination, water conservation, and climate. Online webinars and guest lectures cover crosscutting issues, and students are exposed to social work methods through field work. Every year, webinar series are organized on issues such as child development, social inclusion, rural reconstruction, care and protection of senior citizens, youth and mental health, and dependency to independence. Students also present a 'Bhumika' on social issues every third Thursday, allowing readers to share their opinions on the authors' views.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

01

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

64

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the

B. Any 3 of the above

institution from the following stakeholders
Students Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	http://www.manavlokcollegeofsocialwork.co.in/img/Feedback%20Analysis%20and%20Action%20Taken%20Report%202023-2024.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	http://www.manavlokcollegeofsocialwork.co.in/img/Feedback%20Analysis%20and%20Action%20Taken%20Report%202023-2024.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

64

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of

supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

34

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

In the beginning of the course, students didn't adjust to the course due to its structure. The college organizes the course orientation and introduces the social work course structure to the student. The students admitted to the course are equally distributed among the faculty members for the concurrent field work. These faculties, by conducting individual and group conferences with the students, identify the strengths and weaknesses of the students. The efforts are made to minimize the weakness and strengthen the strengths by counseling in individual conferences.

The college, throughout the year, organizes orientation visits, group discussions, seminars, and workshops on various issues. The college participates all the students in this activity. Films/documentaries on social issues were arranged and held discussions on them. For the student, the faculty members use to translate the syllabus in local language, state the recommended books, and suggest the journals to read. Moreover, college provides free internet facilities to the students. In the library, computer systems with internet facilities are provided to the students.

For the development of the students, the college organizes classes for competitive exams, and students are encouraged to participate and apply for competitive exams.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
64	06

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

For enhancing learning experiences the faculty member follows, lecture method, interactive method, project and field work method, exposure method etc. Teaching and learning activities are made effective by these practices.

Orientation to social work fields:- orientation visits are organized to give exposure of agencies to the students.

Field exposure:- The student practices the social work intervention methods on the fields.

Dissertation:- On this topic student has to prepare a research dissertation by following the research process.

Interactive Methods:-. In the classroom, every faculty members conducts the discussion on the topic. Question answering is a common practice take place during the classroom teaching.

Use of board: - white board is used for teaching.

ICT Enabled Teaching:- ours is Wi-Fi enabled campus. LCD projector and Smart TV are used for teaching purpose. The teacher use PPT, documentary movies, video clips related to curriculum.

Student Seminars:- The student has to present on the topic and submit the presentation report to the college

Block placement:- Under this activity, the students are placed in agencies to understand the administration, activities and programmes implemented by the organization etc.

Whatsapp groups:- college creates year wise Whatsapp group i.e MSW 1st year and MSW 2nd year.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

As per instructions college faculties conducted online/offline classes. Teachers in the college used various ICT tools for teaching such as Google meet, zoom, video and audio clips, YouTube links, PPTs etc. Google class room is used to manage and post course syllabus, teaching materials, quiz, submission of assignments which is useful in teaching learning process and it also enhance learning experience of the students. Teachers prepared Whatsapp groups of their respective subjects, these groups were used to send notices, class time table, links for daily classes, topic related YouTube links, were also shared on Whatsapp groups.

In offline mode, teacher uses PPT, video clips/ documentary films etc. for each class a separate Whatsapp group is created and through this group instructions and teaching materials/web links are provided to the students. The information about the e-resources and access links are also shared with students

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

06

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

06

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

05

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

96

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The course of MSW involves various modes of evaluation at various stages. Students are informed about the mode of assessment and fieldwork practicum covers a major part of evaluation in two years post-graduation. The assessment mechanism maintains transparency and opportunities for improvement. Students are made aware of the criteria of assessment by displaying marks structure on the notice board, highlighting marks distribution. College displays grades shortly after submission of reports and viva-voce, strengthening the value of transparency and integrity. Concurrent field work assessment after first ten visits, grades of rural camps, study tour, and orientation visits are displayed on the notice board. Punctuality and regular attendance in classes and field areas are given weightage and displayed on the notice board every month. The college has an exam department that handles all examinations, from paper setting to assessment. A faculty member

is appointed as exam coordinator, and the department facilitates the exam process through staff meetings, question sets, and supervision. The answer sheets are assessed by faculty members, and any problems or complaints from students are referred to the coordination committee, which inquires and submits a report to the principal within seven days.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

The course of MSW involves various modes of evaluation to improve students' performance at various stages. Students are informed about the mode of assessment, and fieldwork practicum covers a major part of evaluation in two years post-graduation. The assessment mechanism maintains transparency and opportunities for improvement. Students are made aware of the criteria of assessment by displaying mark structure on the notice board and highlighting mark distribution. College displays grades shortly after submission of reports and viva voce, helping students understand the subject and focusing on criteria. Punctuality and regular attendance in classes and field areas are given weight and displayed on the notice board every month. The course structure consists of theory and practical, with internal and external examinations. The college has an exam department that handles all examinations, from paper setting to assessment. A faculty member is appointed as exam coordinator, and the department coordinates with concerned faculty members. The exam process is facilitated through staff meetings, question sets, and faculty supervision. If problems arise or complaints from students are received, they are referred to the coordination committee, which inquires and submits a report to the principal within seven days.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The student will be well acquainted with the skills of the problem-solving process, skills in communicative writing and documentation, and achieve professional development in terms of knowledge, skills, and attitude. Students also understand social systems and theories, and they acquire principles, techniques, and tools.

Specific outcome:-

1. The student will be able to practice this profession
2. They will be able to identify the problems/issues and intervene properly.
3. Able to solve the problems of individual, group and community.
4. Able to undertake research work independently
5. Able to practice casework, group work, community organization, social welfare administration, and social action for the welfare of society.
6. They will be able to work effectively in the fields of social work such as family welfare, child welfare, aged welfare, etc.
7. Demonstrate ethical and professional behavior
8. Engage diversity and difference in practice

Course outcome:-

1. Demonstrate ethical and professional behavior.
2. Engage diversity and difference in practice.
3. Advance human rights and social, economic, and environmental justice.
4. Engage in research and research-informed practice.
5. Engage in policy practice. 6. Engage with individuals, families, groups, organizations and communities. 7. Assess,

evaluate and intervene with individuals, families, groups, organizations, and communities.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://www.manavlokcollegeofsocialwork.co.in/img/Program%20outcomes,%20program%20specific%20outcomes%20and%20course%20outcomes-converted.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The social work program is a combination of theory and field work. The program and course outcomes are continuously evaluated by the college, with orientation visits conducted at the beginning of the semester and fieldwork assessments conducted by faculty supervisors. The college also conducts internal and external assessments to evaluate the course and program outcomes, including orientation visits, concurrent field work, study tours, rural camps, and communication skills. Internal exams are conducted by the university (80 marks) and the college (20 marks). The college also arranges seminars on course content, which help students improve their presentation and communication skills. At the end of the MSW program, students receive specialized knowledge of a particular field through block placement for 30 days. The program outcome and course outcomes are continuously evaluated by the college through various activities as part of the curriculum of social work. To increase exposure and awareness of the field and current situation, the college organizes workshops, seminars, and webinars to enrich the course and program outcomes of social work. Overall, the social work program aims to provide students with the necessary skills and knowledge to effectively practice social work methods in various settings.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://www.manavlokcollegeofsocialwork.co.in/img/Program%20outcomes,%20program%20specific%20outcomes%20and%20course%20outcomes-converted.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

34

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	http://www.manavlokcollegeofsocialwork.co.in/img/Annual%20Report%202023-24%20(1).pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<http://www.manavlokcollegeofsocialwork.co.in/img/Student%20Satisfaction%20Survey%202023-24.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

4.6

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

05

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

01

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	View File
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Manavlok Social Work College Ambajogai is dedicated to promoting innovation and incubation in social work. The college provides facilities and guidance to students, encouraging them to actively apply social work methods and knowledge for societal needs. The college has a well-defined research promotion policy and encourages faculty members to guide research. The college has a research center affiliated with Dr. Babasaheb Ambedkar Marathwada University, Aurangabad, which conducts workshops on research methodology, pre-PhD. Viva Voce, and various social issues. Students are encouraged to engage in research dissertations, field work, interactive methods, ICT-enabled teaching, student seminars, and block placement training. The college has equipped classrooms with LCD and Smart Class rooms, and students are placed in various NGOs working for social development. The college also has an IPR cell to promote professional writing and research work. In summary, Manavlok Social Work College Ambajogai is dedicated to creating an ecosystem for research and innovation, encouraging faculty members to undergo professional development programs, and promoting student participation in field work, interactive methods, and ICT-enabled teaching.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

03

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year**3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year**

0

File Description	Documents
URL to the research page on HEI website	http://www.manavlokcollegeofsocialwork.co.in/img/research%20centre.pdf
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year**3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year**

02

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year**

03

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Manavlok's College of Social Work, Ambajogai is a reputed institute of social work education. All activities are conducted for sensitize the student to deal with various social issues and to develop comprehensive professional skills in them. Field work is a part and parcel of social work education. Students get an opportunity to exercise their skills and apply knowledge and methods of social work. First year students placed in school settings whereas second year students do their fieldwork in community. Health awareness, self help group meetings, poster exhibition and presentation of relevant information, distribution of masks, creating awareness about child rights and to stop the child marriage, immunization programmes are the major activities conducted in the fieldwork. These activities are conducted after need analysis and diagnosis of problems. Working with individuals, Group work, Community organization are the direct methods of social work. Along with this social work research, social welfare administration and social action are the important methods to deal with various socioeconomic problems in the society. Birth anniversaries and commemorative days also celebrated in the fieldwork. Fieldwork supervisor guide students to conduct such activities and improve skills with proactive approach.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

10

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

845

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

93

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

03

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The physical facilities available in college are made available to the students after confirmation of their admission to MSW course. The college is having the physical facilities such as

Classrooms, well equipped seminar hall, Computer lab, auditorium, Student's Room, ground etc. for using physical facilities of the college no extra charges are taken from the student or staff. Classroom are well-equipped with LCD and Smart TV, the students can use these facilities for their academic purpose such as presentation and social related movies/clips etc. in library the computer with internet facilities are provided for the students. To access the infblibnet facilities, User id and passwords have been generated and given to the staff and students, by using this password and user id students can access the e-journal. All the computers available in the college are connected with LAN facilities.

The computers in office and library are having UPS facilities. The computers with internet facilities are provided to the faculty members and made available in library and office of the college. The faculties having research project a laptop facilities is provided.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

College of social work has adequate facilities for cultural activities, sports games etc. College has 10000 sqf auditorium for conducting cultural activities and indoor games. Apart from this college has 43000 sqf ground for outdoor

College has following facilities

Facilities for cultural activities

1.stage:- curtain, lights, sound systems, chairs, mats, changing room, dupatta-23, turban-15, 31 long shirts for street play and mime, portable mike system, harmonium, Daphali, Dholki

Facilities for sports, games

Indoor game facilities:- carom, Chess,

Outdoor:- cricket kite, volley ball kit, Kabbadi kit, shuttle cock, volley ball ground, Kabbadi ground etc.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

03

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

20.7

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The College Library consists Reference Books, Dictionary Encyclopedia, Philosophy, Sociology, Political science, Research, Women and Child Welfare, Women's Development Law, Management, Feminist Literature, Fiction, Novels, Autobiography, etc. as well as Competitive Examination. Books related to UGC NET/SET and researches are included in the library. Marathi and English news papers as well as magazines and Diwali issues are available for readers to read. There are total of 6125 books in the library.

The Libman Library software for the library was purchased in 2013. Subsequently, the upgraded version of Cloud Based Library Management Software was purchased in 2020-2021 for Rs. 23600.

Software link - <http://libcloudmastersofterp.in>

www.libcloud.mastersofterp.ac.in

Library Facilities and Services

The library has been computerized and the books are distributed to the readers online. The students are given instructions through mobile what's App as well as they are sent various free open access links about e-books, e-journals in the library. N-list for resources, M-opac / internet, Reference Services, Home Lending, Dissertation, Book, new Arrival Display Issue wise paper, News paper, Clipping Service Book, Review New Book List etc. Services and facilities are provided by the library.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

0.27890

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

71

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The institute frequently updates its IT facilities, such as per guidelines of ministry human resources, the college provides wifi facility. 02 GB data for per login per day is provided. The college has purchased idea wifi with 100 mbps bandwidth.

The college updates the facilities and software's. At present college has legal tallies account software and every year it is updated. This is used for accounting. The computers are uploaded by antivirus software.

College has its independent website and time to time updated. The news and data related to social work programmes are flashed or displayed on this website. The Annual Maintenance Charges are paid regularly.

Following IT facilities are up-to-date

The institute frequently updates its IT facilities. Ours is wifi campus, through this wifi 2 GB data for per login per day is provided. Login id and pass word for accessing wifi facility is provided to the students. For administrative and academic purpose college has purchased idea wifi with 100 mbps bandwidth.

The college updates the IT facilities and software regularly. At present college has legal tallies account software and every year it is updated. The computers are uploaded by antivirus software and every year renewed.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

17

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

3.68858

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

- For using physical facilities of the college no extra charges are taken from the student or staff.
- The student can use this facility free of cost. To access the infblibnet facilities, User id and passwords have been generated and given to the staff and students, by using this password and user id students can access the e-journal.
- The campus is cleaned by all the staff members on every Thursday; the efforts are being made to keep the campus clean and plastic free.
- The greenery is maintained by the gardener appointed by the college.
- Library: There is a library committee which observes the library, recommends the books to be purchased and suggestions for improvement.
- Demand system: - college has a demand book, this book is

used for official photo copies, printing, stationary, equipment, computer and software purchase etc. Principal in consultation with management confirms the purchasing materials for the college. Before placing the order above, quotations are invited and by considering the lowest rate, order is placed.

Sports: - sport items are noted in this register besides this an issue receiving registered is maintained. For purchasing new sport items, order is placed after getting quotations.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.manavlokcollegeofsocialwork.co.in/IOAC.aspx

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

27

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by

the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	http://www.manavlokcollegeofsocialwork.co.in/IQAC.aspx
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

25

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

89

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

05

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

04

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Student Council: - Student councils scheduled is prepared by Dr Babasaheb Ambedkar Marathwada University, Aurangabad,

Rural Camp Committee:- the camp co-ordinator forms the various committees to facilitate the activity and programme during the camp such as food committee, cultural programme committee, reporting committee.

Study Tour Committee: - while organizing study tour college forms the various committees for study tour. Travelling committee, food committee and reporting committees are the common committees in study tour.

Social Justice and Empowerment cell: - As per Government the Social Welfare Dept. resolution the Institute constituted cell consists eight members which belonging to faculties and the student's representatives of the SC/ST, VJNT, OBC and Minor Communities.

Internal Complaint Committee:- This committee is also mandatory to every college to ensure women friendly environment and

sensitize students and employee with the law. The tenure of the committee is for three years.

Cultural Committee:- The committee members of this committee participate in planning and implementation of activities for the annual gathering.

Sports Committee: - college have a sport committee, this committee participate in arranging sports activities at the college.

College Development Committee:-there is a student representative (Alumina) on this committee, which participates in college development committees meeting.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

09

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Manavlok Samajkarya College Alumni Association Ambajogai organizes various activities every year for the students who have passed out from the college. In the academic year 2023-2024, advertisements were issued for the recruitment of vacancies in various departments of the government. The qualification of the posts in this advertisement was changed and the government decision was taken to recruit contract workers on behalf of the government. To cancel the contract post decision immediately and Special District Social Welfare Officer (Assistant Commissioner Social Welfare), District Social Welfare Officer and Research Officer Class 1 and Social Welfare Officer Group B. Sh.N.Sh. Regarding not changing the recruitment rule of group and similar posts Hon. A statement was given on 12/10/2023 to the Governor of Maharashtra State, Chief Minister and Cabinet Ministers of other Departments through Sub Divisional Officer Ambajogai. At this time, the president of the organization Dr. Hanumant Salunke, Pawan Girwalkar, Sushma Akuskar, Krishna Sapte, Dhanraj Pawar and grandmother and former students as well as all the faculty and staff of the college were present.

File Description	Documents
Paste link for additional information	http://www.manavlokcollegeofsocialwork.co.in/Alumini.aspx
Upload any additional information	View File

5.4.2 - Alumni contribution during the year A. ? 5Lakhs
(INR in Lakhs)

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision:-

- Reshaping the Society through Social Work Education.

Mission:-

- Strengthening the skill and values of social work to encompass social development and promotion of social welfare and social justice.

The governance of the institution is reflective of and in tune with the vision and mission of the institution

To reflect the vision and mission in governance college has formed various committees and co-coordinators to facilitate the governance. Teachers participate in the following decision making bodies.

IQAC committee, college development committee are the important committees constituted in our college to take the decision regarding quality maintenance and development. Apart from this there are various decision committees such as admission committee, discipline and monitoring committees. for academic purpose college has appointed co-ordinators such as field work co-ordinators, orientation visit co-ordinators, rural camp and study tour co-ordinators, block placement co-ordinators etc. these co-ordinator participated in decision making regarding academic activities.

As per university guidelines, college has constituted following committees represented by the teachers such as Anti-ragging committee, vishakha samiti, a committee on Prevention of Sexual Harassment at Workplace headed by senior female faculty, SC/ST cell, Grievances Redressal committee.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Decentralization in management

Decentralization of the power has always been highlighted in the procedure of administration. Our institution implicates many such mechanisms to involve the staff in achieving the ultimate goal of the mission at college level.

Coordinators for focused activities - Coordinators appointed among the staff for focused activities. There are coordinators appointed for the following area:-

Field work coordinators, study tour co-ordinator, rural camp co-ordinator, research coordinator, Employment Guidance cell, exam co-ordinator etc.

Constitute committees - There are many more committees formulated to regularize the code of conduct, legislation under the student centering value of social justice, equality and development. A committee on Prevention of Sexual Harassment at Workplace headed by senior female faculty, SC/ST cell, Redressal committee, IQAC etc all these committees and their aims are discussed before shouldering the responsibilities. All committees prepare plan and coordinate the support to execute the plan.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Manavlok Social Work College, affiliated with Dr. Babasaheb Ambedkar Marathwada University, Aurangabad, follows the rules and regulations of the UGC, Maharashtra Public University Act 2016, and affiliating universities. The college has formed various committees and co-ordinators to ensure smooth administration. The college development committee, established in accordance with UGC and university rules, meets four times a year to make strategic decisions. The committee also handles various tasks assigned to it, such as prayer attendance and class attendance compilation. The college has various co-

ordinators to facilitate administration and MSW programs. These include the NAAC Co-ordinator, IQAC Co-ordinator, and various committees such as the editorial board for Manavlok Research Bulletin, MSW I & II sem field work coordinator, and more. The college also has a library book purchase committee, internal audit committee, social justice and empowerment committee, internal grievance redressal committee, research advisory committee, anti-ragging committee, internal complaint committee, Grievance Redressal Committee, Discipline Committee, SC, ST, OBC, Minority Cell- Social Justice and Empowerment Committee.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Manavlok Social Work College, affiliated with Dr. Babasaheb Ambedkar Marathwada University, Aurangabad, follows the rules and regulations of the UGC, Maharashtra Public University Act 2016, and affiliating universities. The college has formed various committees and co-ordinators to ensure smooth administration. The college development committee, established in accordance with UGC and university rules, meets four times a year to make strategic decisions. The committee also handles various tasks assigned to it, such as prayer attendance and class attendance compilation. The college has various co-ordinators to facilitate administration and MSW programs. These include the NAAC Co-ordinator, IQAC Co-ordinator, and various committees such as the editorial board for Manavlok Research Bulletin, MSW I & II sem field work coordinator, and more. The college also has a library book purchase committee, internal audit committee, social justice and empowerment committee, internal grievance redressal committee, research advisory committee, anti-ragging committee, internal complaint committee, Grievance Redressal Committee, Discipline Committee, SC, ST, OBC, Minority Cell- Social Justice and Empowerment Committee.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	http://www.manavlokcollegeofsocialwork.co.in/IQAC.aspx
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Every institution maintains a healthy teamwork by providing welfare facilities to its staff as well. Our college sincerely adapts principle of welfare to make the functionaries comfortable to adore their task and development. It provides number of welfare services to teaching staff for the academic enrichment. Every teacher has got a separate cabin containing required facilities like table, fan, cupboard, free Wi-Fi connectivity, sitting arrangement for conducting Individual and group conference, files, papers, a separate seating arrangement in the library, enlist login for academic advancement, playground, drinking water and sanitation facilities, regular cleaning, first aid etc. are being made available to all the teaching and non teaching staff. Quarters for non-teaching staff are provided in the campus. All staff gets felicities on their birth dates.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

03

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

0

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	No File Uploaded

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Institution conducts performance appraisal of teaching staff by adopting various methods such as Performance Based Appraisal Systems (PBAS). All the teaching staff of the institution fill

this prescribed form every year which will help them to evaluate themselves, it also encourages them for give their excellent performance. This is a authentic document which help the institution to evaluate the teaching staff which will be remarked by the principal. Teaching staff submit their teaching diaries at the end of each semester, which includes the plan of action about their respect subjects, date and time of class conducted, classroom attendance. It also includes the information about seminar, conferences, workshops, faculty development programme, orientation, refresher courses, books, articles published during the year.

Institution conducts monthly two meeting one with only principal and staff and another is with secretary and all the staff of college to discuss the difficulties and plan of action.

Another system for performance evaluation of non-teaching is self assessment report as per government of Maharashtra which is mandatory and it will be filled by the employees. It will be evaluated by the principal of the college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

College conduct regularly internal and external audit.

Internal audit:-

Our institution has appointed Mr. Roham Anna, accountant of our organization as internal auditor, as per requirement or twice in a year he is invited for internal audit. The receipts, expenditure etc are checked and if necessary suggested for improvements.

Principal constituted an internal audit committee to look after the audit. This team consists, principal of, accountant and senior clerk. Under the chairmanship of principal, the receipts,

bill, vouchers etc are verified by this team.

External audit:-

as per requirement or annually the services of external chartered accountants are taken. This year our institution has taken the services from Mr Pankaj Baweshi.

Mechanism for settling audit objections:-

The objections by external auditor are presented before internal audit committee. This committee fulfills the discrepancies.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

8.25

File Description	Documents
Annual statements of accounts	View File
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The sources of funds for our college are as below.

1. Salary grant: - college receives the salary grant from the department of social justice and empowerment, government of Maharashtra.
2. Non-salary grant: - college receives non-salary grant.

This calculated as the eight percent to the salaries of staff as per 4th pay commission. Through this source college receives around Rs. 80000 per annum.

3. Fees: - college receives the fees as per Dr Babasaheb Ambedkar Marathwada University, Chhatrapati sambhaji nagar and state government of Maharashtra.
4. Minor and major research project: - receives grants from various research projects, College get institutional charges from this project.
5. Subscription of research journal: - through the subscription of this journal, college gets funds.
6. Research centre fees: - college has a recognized research centre, Dr. Babasaheb Ambedkar Marathwada University; Chhatrapati sambhaji nagar allots the students to our research centre. The college receives the fees from the registered students as per university rule.

Optimal utilization of resources:-

The funds raised through various sources are used for library up-gradation, book purchase, infrastructure development etc

The college development committee takes the review of the fees collected through various resources and its utilization in meeting.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

1. **Shifting of the Principal's Cabin:** IQAC facilitated the smooth relocation of the Principal's cabin to a newly designated space, ensuring an improved and functional administrative setup.
2. **Repair and Coloring of Campus Buildings:** IQAC guided the repair and painting work across campus buildings,

enhancing aesthetics and providing a more conducive learning environment.

3. **TV Installation in Conference Hall with Wi-Fi:** A 51-inch TV with Wi-Fi connectivity was installed in the conference hall under IQAC's oversight, improving the college's technological infrastructure for academic and extracurricular activities.
4. **Faculty Promotion:** IQAC supported the faculty promotion process, ensuring academic standards were upheld and recognizing the professional growth of teaching staff.
5. **Research Projects:** IQAC initiated and supported two research projects, fostering a culture of inquiry and intellectual development.
6. **Workshop on Research Methodology for PhD Students:** IQAC organized a workshop on research methodology for PhD students, equipping them with essential tools for high-quality research.

These efforts highlight IQAC's role in enhancing institutional quality, promoting academic growth, and improving the overall environment of the college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

At the beginning of academic year, academic calendar is prepared, displayed and circulated to staff members and it's followed strictly. In the meeting syllabus is equally distributed among faculty members. Field work placement is made semester wise and allotted equally to the faculties and distributed the list to the faculties which help them to maintain their students IC/GC records and field work supervision to their respective agencies/communities. All the newly admitted

students have to compulsorily attend the orientation programme in which they are made aware of philosophy and uniqueness of the institution and also the teaching learning process. Attendance of the students is taken in the morning assembly and all important announcements are made in this session. Discipline committee continuously monitor the student discipline in all space. The classroom status is displayed on the notice board which helps students to improve their students. In the monthly meeting, principal take reviews of the academic work distributed work. In this meeting the review of syllabus, field work, and assignment is taken. Internal exams and individual and group conferences are helping for continuous evaluation of students for their progression and reviews of monthly meeting and IQAC recommendation are helpful for teaching -learning process.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://www.manavlokcollegeofsocialwork.co.in/img/Annual%20Report%202023-24%20(1).pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Promotion of Gender equality is one of the significant components our institution has adapted since inception of the institution. We provide gender friendly environment in the campus. Female students are being encouraged to acquire skills in male dominated fields like management of the event, stage courage, leadership in the group task, play ground activity etc. We organize gender sensitization workshops and legal literacy campaign. We encourage gender free sitting arrangement in the classrooms, group task, and allotment of concurrent field work that helps to change the patriarchal mindset of students. Film shows or links of videos based on gender equality are being shared on the social media like Whatsapp groups. Students are eventually promoted to perform Role plays and street plays on the central theme of gender equality. Practices like writing name of a mother with father are being adapted in daily procedure of the administration.

File Description	Documents
Annual gender sensitization action plan	Promotion of Gender equality is one of the significant components our institution has adapted since inception of the institution. We provide gender friendly environment in the campus. Female students are being encouraged to

	<p><u>acquire skills in male dominated fields like management of the event, stage courage, leadership in the group task, play ground activity etc. We organize gender sensitization workshops and legal literacy campaign. We encourage gender free sitting arrangement in the classrooms, group task, and allotment of concurrent field work that helps to change the patriarchal mindset of students. Film shows or links of videos based on gender equality are being shared on the social media like Whatsapp groups. Students are eventually promoted to perform Role plays and street plays on the central theme of gender equality. Practices like writing name of a mother with father are being adapted in daily procedure of the administration.</u></p>
<p>Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information</p>	<p><u>7.1.1 Specific Facilities Provided For Women In Terms Of A. Safety And Security B. Counseling C. Common Rooms D. Day Care Center For Young Children E. Any Other Relevant Information</u> Ours college provides the facilities for the women. The security and safety is ensured by the college. We provide the following specific facility for women. A. Safety and Security: the college campus is equipped with CCTV, the camera are installed at the important locations such as classrooms, library, open space, steps etc which provides 24 hours surveillance.</p> <ul style="list-style-type: none"> • <u>Complain Box: at the entry point of the college a complaint box is placed. It is intended to collect the complaint and suggestions from the student. •</u> <u>Grievances Redressal Committee:- the college has grievance redressal committee, a students can directly lodge his/her grievances to the committee. In the beginning of the course, the detailed information about the grievance redressal committee is given to the students. •</u>

Internal Complaint Committee: - college has an internal complaint committee which addresses the issues and problems related to female students. At the beginning of the academic year, the members of this committee explain the nature and functions of this committee to the students.

- Ladies Rooms:- college has provided a well equipped room for the female students.
- Sanitation:- a separate toilet and washrooms are provided to the male and female students.
- Campus Security:- college has appointed three watchman for the campus. The watchman's are alert about the security and keep watch on the security of female students.
- Awareness Programme on Women's Safety and Security:- college conducts awareness programmes about the women's safety and security such as information about help line numbers, police app, separate meeting with female students, safety plan etc.
- Fire Extinguisher: - college has fire extinguisher systems.
- Fencing and Compound Wall: - the campus of the college is surrounded by the fencing and compound wall which is significant for campus security.

B. Counseling: a. In social work education, the students are placed under the supervision of faculties. These faculties work as mentors for the students. Through individual and group conferences, student's personal problems, stress related issues academic difficulties, family problems etc discussed and counseled the students regularly.

C. Common Rooms: The Institute provides separate common room for male and female students.

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-

B. Any 3 of the above

**based energy conservation Use of LED
bulbs/ power efficient equipment**

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Manavlok Social Work College is committed to promoting a clean, green, and smoke-free campus. The college prohibits smoking and tobacco use, and is committed to using renewable energy sources like solar energy for lighting and installing energy-efficient equipment. Rainwater harvesting is also practiced to recharge groundwater levels in the Beed district of Maharashtra. The college is dedicated to waste management processes, including solid waste management, liquid waste management, e-waste management, and awareness initiatives. Solid waste is managed through using Nydep for decomposition, collecting paper waste, and collaborating with scrap dealers for recycling. Liquid waste is managed through leak-proof water fixtures, construction of Indian-style toilets, and reuse of wastewater generated by the Reverse Osmosis system. E-waste management is ensured through provisions for disposal and environmentally friendly disposal practices. Awareness initiatives are also prioritized to help members understand the policy's objectives. Manavlok Social Work College has a green community program, where students participate in surveys and participate in environmental values surveys. The college is a plastic-free campus, strictly banning single-use plastics and encouraging students to use waste plastic water bottles as plastic bricks. The college also uses paper cups and reusable plates in programs and encourages students to reuse plastic waste constructively.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

- 1.Restricted entry of automobiles**
- 2.Use of bicycles/ Battery-powered vehicles**
- 3.Pedestrian-friendly pathways**
- 4.Ban on use of plastic**
- 5.Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

C. Any 2 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment

5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Manavlok's college of Social Work strives to initiate environment in the campus that lead the socio economic sovergnity. It provides opportunitie to sustain the feeling of

homogeneity and harmony through organizing many innovative programs. Students from the joining the institution coop up in the campus environment which emphasizes on the equality practicing the norms like nobody being called by the surname to avoid cast identity or share their tiffin with all sitting together in lunch break. Even teaching and non teaching staff also calls each other by their first name that adhere the harmony. Thus the new students learn the value of secularism. Students are being provided such opportunity to understand and respect the religious values through arranging lectures on religious harmony. They perform acts and folk songs of various communities and celebrate cultural day with wearing traditional costumes. It makes them understand the uniqueness in different cultures and unity in the diversity. Students exercise social work values in poor and unprivileged communities understanding the dignity, respect, social justice with the effect of Indian constitution

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

College starts with National Anthem daily at 10:25 am. On every Thursday "Shramadan" (cleaning the campus) is compulsory to both, students and employees.

The curriculum is also concern with human rights, fundamental rights, duties, responsibilities, values. At the time of teaching discussion was made with the student regarding the role of every citizen and constitutional obligations in our day to day life.

College constituted a social justice and empowerment cell to protect, resolve and remedial mechanism of fundamental rights, human rights and values of SC, ST, OBC, VJNT and Minorities students. According to these guidelines college has constituted Social Justice and Empowerment Cell, to make availability of constitutional obligations of human and fundamental rights, educational enhancement and support them to move forward for

backward category students.

The institution celebrates Independence day, Republic day, University day (23rd August, Marathwada Mukti Sangram day (17th September), University Namvistar Day (14th January) and Maharashtra Day (1st May).

The institution celebrates constitution day on 26th November and read the preamble of constitution and take oaths for follow the better citizenship.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Manavlok's College of Social Work, Ambajogai is a reputed institute of social work education. All activities are conducted for sensitize the student to deal with various social issues and to develop comprehensive professional skills in them. Day celebration is a part of co curricular activities implemented with the participation of management, teachers, students and the well known personalities in the social field. It gives immense opportunity to students to participate in such knowledge based programme organised on the occasion of day celebration. College utilize this opportunity of day celebration to enhance the knowledge of students and to give them opportunity to express their skills. Programmes conducted like speech of knowledgeable persons, guidance and experience sharing by social activist Bhumika exhibition, Sanvidhan Gourav Pariksha, Gandhi Vichar Sanskar Pariksha etc. In the academic year 2023-2024 college conducted 25 day celebration programmes. Birth anniversary and commemoration days of social reformers and patriots, national festivals like Independence Day, Republic Day etc. are celebrated as per the rules of University. Blood donation camp was also organised. It inculcates the sense of responsibility towards society, nation and the whole world, with development of humanitarian approach.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

1. Title of the Practice Student-Parent-Teacher-Management Meet

2. Objectives of the Practice • To orient the Master of Social Work programme to parents and students. • To inform parents and students about college rules and regulations. • To provide a

platform for sharing thoughts on MSW education.

3. The Context The college organizes parent meetings to build partnerships, where teachers explain their teaching styles, discipline methods, and student participation, helping students develop social work skills.

4. The Practice The meet aims to bring together students, parents, teachers, and management to enhance students' educational experiences and discuss overall development. Staff and management explain college rules and activities.

5. Evidence of Success The meet fosters ownership among all education components, leading parents to discuss their child's academic progress and difficulties with teaching.

6. Problems Encountered and Resources Required Many parents are uneducated and unaware of education's importance.

7. Notes (Optional) Higher education institutions should hold annual meetings for parents, teachers, students, and management for overall student development.

File Description	Documents
Best practices in the Institutional website	http://www.manavlokcollegeofsocialwork.co.in/img/Institutional%20Best%20Practices%20-%201%20and%202.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Manavlok Social Work College, Ambajogai, stands out for its holistic approach to education, research, and community development. The college prioritizes research training by conducting specialized workshops for Ph.D. and MSW students, focusing on building essential skills and linking theory to practice. For Ph.D. students, workshops on 22nd July 2023 and 12th-13th February 2024 emphasized key aspects like objective

framing, literature review, conceptual and theoretical frameworks, and data collection methods. Similarly, MSW students attended dissertation and fieldwork workshops on 5th August 2023, 5th February 2023, 21st July 2023, and 9th September 2023, which covered topic selection, effective interventions, and research processes.

These workshops were led by distinguished resource persons and experienced faculty, providing high-quality mentorship. This expert guidance enabled students to develop the skills needed to address complex, real-world challenges effectively.

The research center at the college has also made significant contributions through impactful projects. Dr. Nazir Sheikh completed two research projects entitled "Insights into Onion Cultivator Farmers: A Baseline Study," sponsored by Thermax Foundation and Manavlok, and "A Socio-Economic Study of Villages in Dharashiv District," sponsored by Gharada Chemicals Limited, Mumbai. These studies addressed regional socio-economic issues, offering actionable insights and sustainable solutions.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The college conducts staff meetings at the beginning of each semester to discuss course content and execution. Teaching diaries are distributed among faculty members to maintain teaching records. Field work is an integral part of social work education, with two days per week reserved for practice in institutions and communities. Attendance diary and record book are provided for field work, and students submit records to supervisors. Certificate courses are introduced for each semester, covering topics such as gender, environment, and professional ethics. Activities include workshops on gender equality, discrimination, water conservation, and climate. Guest lectures are also organized on gender, human values, and environment. A webinar series is organized on issues such as child development, social inclusion, rural reconstruction, care and protection of senior citizens, youth and mental health, and dependency to independence. Students present 'Bhumika', written up on social issues, which is displayed on the board and read by readers. Feedback from stakeholders is collected at the end of the academic year, analyzed, and communicated to relevant bodies.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Our university provides the detailed programmes including opening of the college, commencement of classroom teaching, internal exams and theory exams. As per the schedule provided by the university, college conducts the examinations. The college prepares academic calendar including tentative dates of assessment.

The college follows the CBCS pattern, as per university syllabus the assessment pattern is 20 marks for internal and 80 marks for external.

The assessment components such as concurrent field work, orientation visits, research dissertation, individual conference, group conference, communication skills, and viva-voce on concurrent fieldwork and orientation visits are also assessed by the internal and external examiner. The institution strictly follows the academic calendar and conducts the every activity in time. The in charge faculty members with the approval of principal, display the schedule of assessment.

As per instructions by the affiliating university and state government of Maharashtra during pandemic, the college has conducted all the internal and external assessment by online/offline mode. For field work assessment, students Whatsapp group were created and through these groups students were submitting their field work report and assignments.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	http://www.manavlokcollegeofsocialwork.co.in/img/Academic%20Calender%202023-24%20(1).pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.
Academic council/BoS of Affiliating University
Setting of question papers for UG/PG programs
Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
Assessment /evaluation process of the affiliating University

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

04

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The college of social work, affiliated with Dr. Babasaheb Ambedkar Marathwada University, Aurangabad, follows a syllabus that covers issues such as gender, environment, and professional ethics. The syllabus combines theory and practical field work, with orientation visits at institutions and workshops on gender equality, discrimination, water conservation, and climate. Online webinars and guest lectures cover crosscutting issues, and students are exposed to social work methods through field work. Every year, webinar series are organized on issues such as child development, social inclusion, rural reconstruction, care and protection of senior citizens, youth and mental health, and dependency to independence. Students also present a 'Bhumika' on social issues every third Thursday, allowing readers to share their opinions on the authors' views.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

01

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

64

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	B. Any 3 of the above
--	-----------------------

File Description	Documents
URL for stakeholder feedback report	http://www.manavlokcollegeofsocialwork.co.in/img/Feedback%20Analysis%20and%20Action%20Taken%20Report%202023-2024.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	http://www.manavlokcollegeofsocialwork.co.in/img/Feedback%20Analysis%20and%20Action%20Taken%20Report%202023-2024.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

64

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year**34**

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

In the beginning of the course, students didn't adjust to the course due to its structure. The college organizes the course orientation and introduces the social work course structure to the student. The students admitted to the course are equally distributed among the faculty members for the concurrent field work. These faculties, by conducting individual and group conferences with the students, identify the strengths and weaknesses of the students. The efforts are made to minimize the weakness and strengthen the strengths by counseling in individual conferences.

The college, throughout the year, organizes orientation visits, group discussions, seminars, and workshops on various issues. The college participates all the students in this activity. Films/documentaries on social issues were arranged and held discussions on them. For the student, the faculty members use to translate the syllabus in local language, state the recommended books, and suggest the journals to read. Moreover, college provides free internet facilities to the students. In the library, computer systems with internet facilities are provided to the students.

For the development of the students, the college organizes classes for competitive exams, and students are encouraged to participate and apply for competitive exams.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
64	06

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

For enhancing learning experiences the faculty member follows, lecture method, interactive method, project and field work method, exposure method etc. Teaching and learning activities are made effective by these practices.

Orientation to social work fields:- orientation visits are organized to give exposure of agencies to the students.

Field exposure:- The student practices the social work intervention methods on the fields.

Dissertation:- On this topic student has to prepare a research dissertation by following the research process.

Interactive Methods:-. In the classroom, every faculty members conducts the discussion on the topic. Question answering is a common practice take place during the classroom teaching.

Use of board: - white board is used for teaching.

ICT Enabled Teaching:- ours is Wi-Fi enabled campus. LCD projector and Smart TV are used for teaching purpose. The teacher use PPT, documentary movies, video clips related to curriculum.

Student Seminars:- The student has to present on the topic and submit the presentation report to the college

Block placement:- Under this activity, the students are placed in agencies to understand the administration, activities and programmes implemented by the organization etc.

Whatsapp groups:- college creates year wise Whatsapp group i.e MSW 1st year and MSW 2nd year.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

As per instructions college faculties conducted online/offline classes. Teachers in the college used various ICT tools for teaching such as Google meet, zoom, video and audio clips, YouTube links, PPTs etc. Google class room is used to manage and post course syllabus, teaching materials, quiz, submission of assignments which is useful in teaching learning process and it also enhance learning experience of the students. Teachers prepared Whatsapp groups of their respective subjects, these groups were used to send notices, class time table, links for daily classes, topic related YouTube links, were also shared on Whatsapp groups.

In offline mode, teacher uses PPT, video clips/ documentary films etc. for each class a separate Whatsapp group is created and through this group instructions and teaching materials/web links are provided to the students. The information about the e-resources and access links are also shared with students

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

06

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

06

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

05

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

96

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The course of MSW involves various modes of evaluation at various stages. Students are informed about the mode of assessment and fieldwork practicum covers a major part of evaluation in two years post-graduation. The assessment mechanism maintains transparency and opportunities for improvement. Students are made aware of the criteria of assessment by displaying marks structure on the notice board, highlighting marks distribution. College displays grades shortly after submission of reports and viva-voce, strengthening the value of transparency and integrity. Concurrent field work assessment after first ten visits, grades of rural camps, study tour, and orientation visits are displayed on the notice board. Punctuality and regular attendance in classes and field areas are given weightage and displayed on the notice board every month. The college has an exam department that handles all examinations, from paper

setting to assessment. A faculty member is appointed as exam coordinator, and the department facilitates the exam process through staff meetings, question sets, and supervision. The answer sheets are assessed by faculty members, and any problems or complaints from students are referred to the coordination committee, which inquires and submits a report to the principal within seven days.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

The course of MSW involves various modes of evaluation to improve students' performance at various stages. Students are informed about the mode of assessment, and fieldwork practicum covers a major part of evaluation in two years post-graduation. The assessment mechanism maintains transparency and opportunities for improvement. Students are made aware of the criteria of assessment by displaying mark structure on the notice board and highlighting mark distribution. College displays grades shortly after submission of reports and viva voce, helping students understand the subject and focusing on criteria. Punctuality and regular attendance in classes and field areas are given weight and displayed on the notice board every month. The course structure consists of theory and practical, with internal and external examinations. The college has an exam department that handles all examinations, from paper setting to assessment. A faculty member is appointed as exam coordinator, and the department coordinates with concerned faculty members. The exam process is facilitated through staff meetings, question sets, and faculty supervision. If problems arise or complaints from students are received, they are referred to the coordination committee, which inquires and submits a report to the principal within seven days.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The student will be well acquainted with the skills of the problem-solving process, skills in communicative writing and documentation, and achieve professional development in terms of knowledge, skills, and attitude. Students also understand social systems and theories, and they acquire principles, techniques, and tools.

Specific outcome:-

1. The student will be able to practice this profession
2. They will be able to identify the problems/issues and intervene properly.
3. Able to solve the problems of individual, group and community.
4. Able to undertake research work independently
5. Able to practice casework, group work, community organization, social welfare administration, and social action for the welfare of society.
6. They will be able to work effectively in the fields of social work such as family welfare, child welfare, aged welfare, etc.
7. Demonstrate ethical and professional behavior
8. Engage diversity and difference in practice

Course outcome:-

1. Demonstrate ethical and professional behavior.
2. Engage diversity and difference in practice.
3. Advance human rights and social, economic, and environmental justice.
4. Engage in research and research-informed practice.

5. Engage in policy practice. 6. Engage with individuals, families, groups, organizations and communities. 7. Assess, evaluate and intervene with individuals, families, groups, organizations, and communities.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://www.manavlokcollegeofsocialwork.co.in/img/Program%20outcomes,%20program%20specific%20outcomes%20and%20course%20outcomes-converted.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The social work program is a combination of theory and field work. The program and course outcomes are continuously evaluated by the college, with orientation visits conducted at the beginning of the semester and fieldwork assessments conducted by faculty supervisors. The college also conducts internal and external assessments to evaluate the course and program outcomes, including orientation visits, concurrent field work, study tours, rural camps, and communication skills. Internal exams are conducted by the university (80 marks) and the college (20 marks). The college also arranges seminars on course content, which help students improve their presentation and communication skills. At the end of the MSW program, students receive specialized knowledge of a particular field through block placement for 30 days. The program outcome and course outcomes are continuously evaluated by the college through various activities as part of the curriculum of social work. To increase exposure and awareness of the field and current situation, the college organizes workshops, seminars, and webinars to enrich the course and program outcomes of social work. Overall, the social work program aims to provide students with the necessary skills and knowledge to effectively practice social work methods in various settings.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://www.manavlokcollegeofsocialwork.co.in/img/Program%20outcomes,%20program%20specific%20outcomes%20and%20course%20outcomes-converted.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

34

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	http://www.manavlokcollegeofsocialwork.co.in/img/Annual%20Report%202023-24%20(1).pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<http://www.manavlokcollegeofsocialwork.co.in/img/Student%20Satisfaction%20Survey%202023-24.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research

projects / endowments in the institution during the year (INR in Lakhs)**4.6**

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**3.1.2.1 - Number of teachers recognized as research guides****05**

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year****01**

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	View File
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Manavlok Social Work College Ambajogai is dedicated to promoting innovation and incubation in social work. The college provides facilities and guidance to students, encouraging them to actively apply social work methods and knowledge for societal needs. The college has a well-defined research promotion policy and encourages faculty members to guide research. The college has a research center affiliated with Dr. Babasaheb Ambedkar Marathwada University, Aurangabad, which conducts workshops on research methodology, pre-PhD. Viva Voce, and various social issues. Students are encouraged to engage in research dissertations, field work, interactive methods, ICT-enabled teaching, student seminars, and block placement training. The college has equipped classrooms with LCD and Smart Class rooms, and students are placed in various NGOs working for social development. The college also has an IPR cell to promote professional writing and research work. In summary, Manavlok Social Work College Ambajogai is dedicated to creating an ecosystem for research and innovation, encouraging faculty members to undergo professional development programs, and promoting student participation in field work, interactive methods, and ICT-enabled teaching.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

03

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	http://www.manavlokcollegeofsocialwork.co.in/img/research%20centre.pdf
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

02

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

03

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Manavlok's College of Social Work, Ambajogai is a reputed institute of social work education. All activities are conducted for sensitize the student to deal with various social issues and to develop comprehensive professional skills in them. Field work is a part and parcel of social work education. Students get an opportunity to exercise their skills and apply knowledge and methods of social work. First year students placed in school settings whereas second year students do their fieldwork in community. Health awareness, self help group meetings, poster exhibition and presentation of relevant information, distribution of masks, creating awareness about child rights and to stop the child marriage, immunization programmes are the major activities conducted in the fieldwork. These activities are conducted after need analysis and diagnosis of problems. Working with individuals, Group work, Community organization are the direct methods of social work. Along with this social work research, social welfare administration and social action are the important methods to deal with various socioeconomic problems in the society. Birth anniversaries and commemorative days also celebrated in the fieldwork. Fieldwork supervisor guide students to conduct such activities and improve skills with proactive approach.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

10

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

845

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

93

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

03

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning. viz., classrooms, laboratories, computing equipment etc.

The physical facilities available in college are made available to the students after confirmation of their admission to MSW course. The college is having the physical facilities such as Classrooms, well equipped seminar hall, Computer lab, auditorium, Student's Room, ground etc. for using physical facilities of the college no extra charges are taken from the student or staff. Classroom are well-equipped with LCD and Smart TV, the students can use these facilities for their academic purpose such as presentation and social related movies/clips etc. in library the computer with internet facilities are provided for the students. To access the infblibnet facilities, User id and passwords have been generated and given to the staff and students, by using this password and user id students can access the e-journal. All the computers available in the college are connected with LAN facilities.

The computers in office and library are having UPS facilities. The computers with internet facilities are provided to the faculty members and made available in library and office of the college. The faculties having research project a laptop facilities is provided.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

College of social work has adequate facilities for cultural activities, sports games etc. College has 10000 sqf auditorium for conducting cultural activities and indoor games. Apart from this college has 43000 sqf ground for outdoor

College has following facilities

Facilities for cultural activities

1.stage:- curtain, lights, sound systems, chairs, mats, changing room, dupatta-23, turban-15, 31 long shirts for street play and mime, portable mike system, harmonium, Daphali, Dholki

Facilities for sports, games

Indoor game facilities:- carom, Chess,

Outdoor:- cricket kite, volley ball kit, Kabbadi kit, shuttle cock, volley ball ground, Kabbadi ground etc.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

03

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

20.7

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The College Library consists Reference Books, Dictionary Encyclopedia, Philosophy, Sociology, Political science, Research, Women and Child Welfare, Women's Development Law, Management, Feminist Literature, Fiction, Novels, Autobiography, etc. as well as Competitive Examination. Books related to UGC NET/SET and researches are included in the library. Marathi and English news papers as well as magazines and Diwali issues are available for readers to read. There are total of 6125 books in the library.

The Libman Library software for the library was purchased in 2013. Subsequently, the upgraded version of Cloud Based Library Management Software was purchased in 2020-2021 for

Rs. 23600.

Software link - <http://libcloudmastersofterp.in>

www.libcloud.mastersofterp.ac.in

Library Facilities and Services

The library has been computerized and the books are distributed to the readers online. The students are given instructions through mobile what's App as well as they are sent various free open access links about e-books, e-journals in the library. N-list for resources, M-opac / internet, Reference Services, Home Lending, Dissertation, Book, new Arrival Display Issue wise paper, News paper, Clipping Service Book, Review New Book List etc. Services and facilities are provided by the library.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

0.27890

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

71

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The institute frequently updates its IT facilities, such as per guidelines of ministry human resources, the college provides wifi facility. 02 GB data for per login per day is provided. The college has purchased idea wifi with 100 mbps bandwidth.

The college updates the facilities and software's. At present college has legal tallies account software and every year it is updated. This is used for accounting. The computers are uploaded by antivirus software.

College has its independent website and time to time updated. The news and data related to social work programmes are flashed or displayed on this website. The Annual Maintenance Charges are paid regularly.

Following IT facilities are up-to-date

The institute frequently updates its IT facilities. Ours is

wifi campus, through this wifi 2 GB data for per login per day is provided. Login id and pass word for accessing wifi facility is provided to the students. For administrative and academic purpose college has purchased idea wifi with 100 mbps bandwidth.

The college updates the IT facilities and software regularly. At present college has legal tallies account software and every year it is updated. The computers are uploaded by antivirus software and every year renewed.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

17

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

3.68858

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

- For using physical facilities of the college no extra charges are taken from the student or staff.
- The student can use this facility free of cost. To access the infblibnet facilities, User id and passwords have been generated and given to the staff and students, by using this password and user id students can access the e-journal.
- The campus is cleaned by all the staff members on every Thursday; the efforts are being made to keep the campus clean and plastic free.
- The greenery is maintained by the gardener appointed by the college.
- Library: There is a library committee which observes the library, recommends the books to be purchased and suggestions for improvement.
- Demand system: - college has a demand book, this book is used for official photo copies, printing, stationary, equipment, computer and software purchase etc. Principal in consultation with management confirms the purchasing materials for the college. Before placing the order above, quotations are invited and by considering the lowest rate, order is placed.

Sports: - sport items are noted in this register besides this an issue receiving registered is maintained. For purchasing new sport items, order is placed after getting quotations.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.manavlokcollegeofsocialwork.co.in/IQAC.aspx

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

27

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above
File Description	Documents
Link to Institutional website	http://www.manavlokcollegeofsocialwork.co.in/IOAC.aspx
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
25	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
89	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent	A. All of the above

mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

20

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

05

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

04

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Student Council: - Student councils scheduled is prepared by Dr Babasaheb Ambedkar Marathwada University, Aurangabad,

Rural Camp Committee:- the camp co-ordinator forms the various committees to facilitate the activity and programme during the camp such as food committee, cultural programme committee, reporting committee.

Study Tour Committee: - while organizing study tour college forms the various committees for study tour. Travelling committee, food committee and reporting committees are the common committees in study tour.

Social Justice and Empowerment cell: - As per Government the Social Welfare Dept. resolution the Institute constituted cell consists eight members which belonging to faculties and the student's representatives of the SC/ST, VJNT, OBC and Minor Communities.

Internal Complaint Committee:- This committee is also mandatory to every college to ensure women friendly environment and sensitize students and employee with the law. The tenure of the committee is for three years.

Cultural Committee:- The committee members of this committee participate in planning and implementation of activities for the annual gathering.

Sports Committee: - college have a sport committee, this committee participate in arranging sports activities at the

college.

College Development Committee:-there is a student representative (Alumina) on this committee, which participates in college development committees meeting.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

09

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Manavlok Samajkarya College Alumni Association Ambajogai organizes various activities every year for the students who have passed out from the college. In the academic year 2023-2024, advertisements were issued for the recruitment of vacancies in various departments of the government. The qualification of the posts in this advertisement was changed and the government decision was taken to recruit contract

workers on behalf of the government. To cancel the contract post decision immediately and Special District Social Welfare Officer (Assistant Commissioner Social Welfare), District Social Welfare Officer and Research Officer Class 1 and Social Welfare Officer Group B. Sh.N.Sh. Regarding not changing the recruitment rule of group and similar posts Hon. A statement was given on 12/10/2023 to the Governor of Maharashtra State, Chief Minister and Cabinet Ministers of other Departments through Sub Divisional Officer Ambajogai. At this time, the president of the organization Dr. Hanumant Salunke, Pawan Girwalkar, Sushma Akuskar, Krishna Sapte, Dhanraj Pawar and grandmother and former students as well as all the faculty and staff of the college were present.

File Description	Documents
Paste link for additional information	http://www.manavlokcollegeofsocialwork.co.in/Alumini.aspx
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

A. ? 5Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision:-

- Reshaping the Society through Social Work Education.

Mission:-

- Strengthening the skill and values of social work to encompass social development and promotion of social welfare and social justice.

The governance of the institution is reflective of and in

tune with the vision and mission of the institution

To reflect the vision and mission in governance college has formed various committees and co-coordinators to facilitate the governance. Teachers participate in the following decision making bodies.

IQAC committee, college development committee are the important committees constituted in our college to take the decision regarding quality maintenance and development. Apart from this there are various decision committees such as admission committee, discipline and monitoring committees. for academic purpose college has appointed co-ordinators such as field work co-ordinators, orientation visit co-ordinators, rural camp and study tour co-ordinators, block placement co-ordinators etc. these co-ordinator participated in decision making regarding academic activities.

As per university guidelines, college has constituted following committees represented by the teachers such as Anti-ragging committee, vishakha samiti, a committee on Prevention of Sexual Harassment at Workplace headed by senior female faculty, SC/ST cell, Grievances Redressal committee.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Decentralization in management

Decentralization of the power has always been highlighted in the procedure of administration. Our institution implicates many such mechanisms to involve the staff in achieving the ultimate goal of the mission at college level.

Coordinators for focused activities - Coordinators appointed among the staff for focused activities. There are

coordinators appointed for the following area:-

Field work coordinators, study tour co-ordinator, rural camp co-ordinator, research coordinator, Employment Guidance cell, exam co-ordinator etc.

Constitute committees - There are many more committees formulated to regularize the code of conduct, legislation under the student centering value of social justice, equality and development. A committee on Prevention of Sexual Harassment at Workplace headed by senior female faculty, SC/ST cell, Redressal committee, IQAC etc all these committees and their aims are discussed before shouldering the responsibilities. All committees prepare plan and coordinate the support to execute the plan.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Manavlok Social Work College, affiliated with Dr. Babasaheb Ambedkar Marathwada University, Aurangabad, follows the rules and regulations of the UGC, Maharashtra Public University Act 2016, and affiliating universities. The college has formed various committees and co-ordinators to ensure smooth administration. The college development committee, established in accordance with UGC and university rules, meets four times a year to make strategic decisions. The committee also handles various tasks assigned to it, such as prayer attendance and class attendance compilation. The college has various co-ordinators to facilitate administration and MSW programs. These include the NAAC Co-ordinator, IQAC Co-ordinator, and various committees such as the editorial board for Manavlok Research Bulletin, MSW I & II sem field work coordinator, and more. The college also has a library book purchase committee, internal audit committee, social justice and empowerment committee, internal grievance redressal committee, research advisory committee, anti-ragging committee, internal complaint committee, Grievance Redressal Committee, Discipline Committee, SC, ST, OBC,

Minority Cell- Social Justice and Empowerment Committee.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Manavlok Social Work College, affiliated with Dr. Babasaheb Ambedkar Marathwada University, Aurangabad, follows the rules and regulations of the UGC, Maharashtra Public University Act 2016, and affiliating universities. The college has formed various committees and co-ordinators to ensure smooth administration. The college development committee, established in accordance with UGC and university rules, meets four times a year to make strategic decisions. The committee also handles various tasks assigned to it, such as prayer attendance and class attendance compilation. The college has various co-ordinators to facilitate administration and MSW programs. These include the NAAC Co-ordinator, IQAC Co-ordinator, and various committees such as the editorial board for Manavlok Research Bulletin, MSW I & II sem field work coordinator, and more. The college also has a library book purchase committee, internal audit committee, social justice and empowerment committee, internal grievance redressal committee, research advisory committee, anti-ragging committee, internal complaint committee, Grievance Redressal Committee, Discipline Committee, SC, ST, OBC, Minority Cell- Social Justice and Empowerment Committee.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	http://www.manavlokcollegeofsocialwork.co.in/IQAC.aspx
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Every institution maintains a healthy teamwork by providing welfare facilities to its staff as well. Our college sincerely adapts principle of welfare to make the functionaries comfortable to adore their task and development. It provides number of welfare services to teaching staff for the academic enrichment. Every teacher has got a separate cabin containing required facilities like table, fan, cupboard, free Wi-Fi connectivity, sitting arrangement for conducting Individual and group conference, files, papers, a separate seating arrangement in the library, enlist login for academic advancement, playground, drinking water and sanitation facilities, regular cleaning, first aid etc. are being made available to all the teaching and non teaching staff. Quarters for non-teaching staff are provided

in the campus. All staff gets felicities on their birth dates.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

03

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

0

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	No File Uploaded

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Institution conducts performance appraisal of teaching staff by adopting various methods such as Performance Based Appraisal Systems (PBAS). All the teaching staff of the

institution fill this prescribed form every year which will help them to evaluate themselves, it also encourages them for give their excellent performance. This is a authentic document which help the institution to evaluate the teaching staff which will be remarked by the principal. Teaching staff submit their teaching diaries at the end of each semester, which includes the plan of action about their respect subjects, date and time of class conducted, classroom attendance. It also includes the information about seminar, conferences, workshops, faculty development programme, orientation, refresher courses, books, articles published during the year.

Institution conducts monthly two meeting one with only principal and staff and another is with secretary and all the staff of college to discuss the difficulties and plan of action.

Another system for performance evaluation of non-teaching is self assessment report as per government of Maharashtra which is mandatory and it will be filled by the employees. It will be evaluated by the principal of the college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

College conduct regularly internal and external audit.

Internal audit:-

Our institution has appointed Mr. Roham Anna, accountant of our organization as internal auditor, as per requirement or twice in a year he is invited for internal audit. The receipts, expenditure etc are checked and if necessary suggested for improvements.

Principal constituted an internal audit committee to look

after the audit. This team consists, principal of, accountant and senior clerk. Under the chairmanship of principal, the receipts, bill, vouchers etc are verified by this team.

External audit:-

as per requirement or annually the services of external chartered accountants are taken. This year our institution has taken the services from Mr Pankaj Baweshi.

Mechanism for settling audit objections:-

The objections by external auditor are presented before internal audit committee. This committee fulfills the discrepancies.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

8.25

File Description	Documents
Annual statements of accounts	View File
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The sources of funds for our college are as below.

1. **Salary grant:** - college receives the salary grant from the department of social justice and empowerment, government of Maharashtra.
2. **Non-salary grant:** - college receives non-salary grant. This calculated as the eight percent to the salaries of staff as per 4th pay commission. Through this source college receives around Rs. 80000 per annum.
3. **Fees:** - college receives the fees as per Dr Babasaheb Ambedkar Marathwada University, Chhatrapati sambhaji nagar and state government of Maharashtra.
4. **Minor and major research project:** - receives grants from various research projects, College get institutional charges from this project.
5. **Subscription of research journal:** - through the subscription of this journal, college gets funds.
6. **Research centre fees:** - college has a recognized research centre, Dr. Babasaheb Ambedkar Marathwada University; Chhatrapati sambhaji nagar allots the students to our research centre. The college receives the fees from the registered students as per university rule.

Optimal utilization of resources:-

The funds raised through various sources are used for library up-gradation, book purchase, infrastructure development etc

The college development committee takes the review of the fees collected through various resources and its utilization in meeting.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

1. **Shifting of the Principal's Cabin:** IQAC facilitated the smooth relocation of the Principal's cabin to a newly

designated space, ensuring an improved and functional administrative setup.

2. **Repair and Coloring of Campus Buildings:** IQAC guided the repair and painting work across campus buildings, enhancing aesthetics and providing a more conducive learning environment.
3. **TV Installation in Conference Hall with Wi-Fi:** A 51-inch TV with Wi-Fi connectivity was installed in the conference hall under IQAC's oversight, improving the college's technological infrastructure for academic and extracurricular activities.
4. **Faculty Promotion:** IQAC supported the faculty promotion process, ensuring academic standards were upheld and recognizing the professional growth of teaching staff.
5. **Research Projects:** IQAC initiated and supported two research projects, fostering a culture of inquiry and intellectual development.
6. **Workshop on Research Methodology for PhD Students:** IQAC organized a workshop on research methodology for PhD students, equipping them with essential tools for high-quality research.

These efforts highlight IQAC's role in enhancing institutional quality, promoting academic growth, and improving the overall environment of the college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

At the beginning of academic year, academic calendar is prepared, displayed and circulated to staff members and it's followed strictly. In the meeting syllabus is equally

distributed among faculty members. Field work placement is made semester wise and allotted equally to the faculties and distributed the list to the faculties which help them to maintain their students IC/GC records and field work supervision to their respective agencies/communities. All the newly admitted students have to compulsorily attend the orientation programme in which they are made aware of philosophy and uniqueness of the institution and also the teaching learning process. Attendance of the students is taken in the morning assembly and all important announcements are made in this session. Discipline committee continuously monitor the student discipline in all space. The classroom status is displayed on the notice board which helps students to improve their students. In the monthly meeting, principal take reviews of the academic work distributed work. In this meeting the review of syllabus, field work, and assignment is taken. Internal exams and individual and group conferences are helping for continuous evaluation of students for their progression and reviews of monthly meeting and IQAC recommendation are helpful for teaching -learning process.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://www.manavlokcollegeofsocialwork.co.in/img/Annual%20Report%202023-24%20(1).pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Promotion of Gender equality is one of the significant components our institution has adapted since inception of the institution. We provide gender friendly environment in the campus. Female students are being encouraged to acquire skills in male dominated fields like management of the event, stage courage, leadership in the group task, play ground activity etc. We organize gender sensitization workshops and legal literacy campaign. We encourage gender free sitting arrangement in the classrooms, group task, and allotment of concurrent field work that helps to change the patriarchal mindset of students. Film shows or links of videos based on gender equality are being shared on the social media like Whatsapp groups. Students are eventually promoted to perform Role plays and street plays on the central theme of gender equality. Practices like writing name of a mother with father are being adapted in daily procedure of the administration.

File Description	Documents
Annual gender sensitization action plan	Promotion of Gender equality is one of the significant components our institution has adapted since inception of the institution. We provide gender friendly environment in the campus.

	<p><u>Female students are being encouraged to acquire skills in male dominated fields like management of the event, stage courage, leadership in the group task, play ground activity etc. We organize gender sensitization workshops and legal literacy campaign. We encourage gender free sitting arrangement in the classrooms, group task, and allotment of concurrent field work that helps to change the patriarchal mindset of students. Film shows or links of videos based on gender equality are being shared on the social media like Whatsapp groups. Students are eventually promoted to perform Role plays and street plays on the central theme of gender equality. Practices like writing name of a mother with father are being adapted in daily procedure of the administration.</u></p>
<p>Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information</p>	<p><u>7.1.1 Specific Facilities Provided For Women In Terms Of A. Safety And Security B. Counseling C. Common Rooms D. Day Care Center For Young Children E. Any Other Relevant Information Ours college provides the facilities for the women. The security and safety is ensured by the college. We provide the following specific facility for women.</u></p> <p><u>A. Safety and Security: the college campus is equipped with CCTV, the camera are installed at the important locations such as classrooms, library, open space, steps etc which provides 24 hours surveillance. • Complain Box: at the entry point of the college a complaint box is placed. It is intended to collect the complaint and suggestions from the student. • Grievances Redressal Committee:- the college has grievance redressal committee, a students can directly lodge his/her grievances to the</u></p>

committee. In the beginning of the course, the detailed information about the grievance redressal committee is given to the students.

- Internal Complaint Committee: - college has an internal complaint committee which addresses the issues and problems related to female students. At the beginning of the academic year, the members of this committee explain the nature and functions of this committee to the students.
- Ladies Rooms:- college has provided a well equipped room for the female students.
- Sanitation:- a separate toilet and washrooms are provided to the male and female students.
- Campus Security:- college has appointed three watchman for the campus. The watchman's are alert about the security and keep watch on the security of female students.
- Awareness Programme on Women's Safety and Security:- college conducts awareness programmes about the women's safety and security such as information about help line numbers, police app, separate meeting with female students, safety plan etc.
- Fire Extinguisher: - college has fire extinguisher systems.
- Fencing and Compound Wall: - the campus of the college is surrounded by the fencing and compound wall which is significant for campus security.

B. Counseling: a. In social work education, the students are placed under the supervision of faculties. These faculties work as mentors for the students. Through individual and group conferences, student's personal problems, stress related issues academic difficulties, family problems etc discussed and counseled the students regularly.

C. Common Rooms: The Institute provides separate common room for male and female students.

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	B. Any 3 of the above
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File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Manavlok Social Work College is committed to promoting a clean, green, and smoke-free campus. The college prohibits smoking and tobacco use, and is committed to using renewable energy sources like solar energy for lighting and installing energy-efficient equipment. Rainwater harvesting is also practiced to recharge groundwater levels in the Beed district of Maharashtra. The college is dedicated to waste management processes, including solid waste management, liquid waste management, e-waste management, and awareness initiatives. Solid waste is managed through using Nydep for decomposition, collecting paper waste, and collaborating with scrap dealers for recycling. Liquid waste is managed through leak-proof water fixtures, construction of Indian-style toilets, and reuse of wastewater generated by the Reverse Osmosis system. E-waste management is ensured through provisions for disposal and environmentally friendly disposal practices. Awareness initiatives are also prioritized to help members understand the policy's objectives. Manavlok Social Work College has a green community program, where students participate in surveys and participate in environmental values surveys. The college is a plastic-free campus, strictly banning single-use plastics and encouraging students to use waste plastic water bottles as plastic bricks. The college also uses paper cups and reusable plates in programs and encourages students to reuse plastic waste constructively.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

- 1.Restricted entry of automobiles**
- 2.Use of bicycles/ Battery-powered vehicles**
- 3.Pedestrian-friendly pathways**
- 4.Ban on use of plastic**
- 5.Landscaping**

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the

institution											
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	C. Any 2 of the above										
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Reports on environment and energy audits submitted by the auditing agency</td><td>No File Uploaded</td></tr> <tr> <td>Certification by the auditing agency</td><td>No File Uploaded</td></tr> <tr> <td>Certificates of the awards received</td><td>No File Uploaded</td></tr> <tr> <td>Any other relevant information</td><td>View File</td></tr> </tbody> </table>	File Description	Documents	Reports on environment and energy audits submitted by the auditing agency	No File Uploaded	Certification by the auditing agency	No File Uploaded	Certificates of the awards received	No File Uploaded	Any other relevant information	View File	
File Description	Documents										
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded										
Certification by the auditing agency	No File Uploaded										
Certificates of the awards received	No File Uploaded										
Any other relevant information	View File										
7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	A. Any 4 or all of the above										

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Manavlok's college of Social Work strives to initiate environment in the campus that lead the socio economic sovergnity. It provides opportunitie to sustain the feeling of homogeneity and harmony through organizing many innovative programs. Students from the joining the institution coop up in the campus environment which emphasizes on the equality practicing the norms like nobody being called by the surname to avoid cast identity or share their tiffin with all sitting together in lunch break. Even teaching and non teaching staff also calls each other by their first name that adhere the harmony. Thus the new students learn the value of secularism. Students are being provided such opportunity to understand and respect the religious values through arranging lectures on religious harmony. They perform acts and folk songs of various communities and celebrate cultural day with wearing traditional costumes. It makes them understand the uniqueness in different cultures and unity in the diversity. Students exercise social work values in poor and unprivileged communities understanding the dignity, respect, social justice with the effect of Indian constitution

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

College starts with National Anthem daily at 10:25 am. On every Thursday "Shramadan" (cleaning the campus) is compulsory to both, students and employees.

The curriculum is also concern with human rights, fundamental rights, duties, responsibilities, values. At the time of teaching discussion was made with the student regarding the role of every citizen and constitutional obligations in our day to day life.

College constituted a social justice and empowerment cell to protect, resolve and remedial mechanism of fundamental rights, human rights and values of SC, ST, OBC, VJNT and Minorities students. According to these guidelines college has constituted Social Justice and Empowerment Cell, to make availability of constitutional obligations of human and fundamental rights, educational enhancement and support them to move forward for backward category students.

The institution celebrates Independence day, Republic day, University day (23rd August, Marathwada Mukti Sangram day (17th September), University Namvistar Day (14th January) and Maharashtra Day (1st May).

The institution celebrates constitution day on 26th November and read the preamble of constitution and take oaths for follow the better citizenship.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff

4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Manavlok's College of Social Work, Ambajogai is a reputed institute of social work education. All activities are conducted for sensitize the student to deal with various social issues and to develop comprehensive professional skills in them. Day celebration is a part of co curricular activities implemented with the participation of management,

teachers, students and the well known personalities in the social field. It gives immense opportunity to students to participate in such knowledge based programme organised on the occasion of day celebration. College utilize this opportunity of day celebration to enhance the knowledge of students and to give them opportunity to express their skills. Programmes conducted like speech of knowledgeable persons, guidance and experience sharing by social activist Bhumika exhibition, Sanvidhan Gourav Pariksha, Gandhi Vichar Sanskar Pariksha etc. In the academic year 2023-2024 college conducted 25 day celebration programmes. Birth anniversary and commemoration days of social reformers and patriots, national festivals like Independence Day, Republic Day etc. are celebrated as per the rules of University. Blood donation camp was also organised. It inculcates the sense of responsibility towards society, nation and the whole world, with development of humanitarian approach.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

1. Title of the Practice Student-Parent-Teacher-Management Meet

2. Objectives of the Practice • To orient the Master of Social Work programme to parents and students. • To inform parents and students about college rules and regulations. • To provide a platform for sharing thoughts on MSW education.

3. The Context The college organizes parent meetings to build partnerships, where teachers explain their teaching styles, discipline methods, and student participation, helping students develop social work skills.

4. **The Practice** The meet aims to bring together students, parents, teachers, and management to enhance students' educational experiences and discuss overall development. Staff and management explain college rules and activities.
5. **Evidence of Success** The meet fosters ownership among all education components, leading parents to discuss their child's academic progress and difficulties with teaching.
6. **Problems Encountered and Resources Required** Many parents are uneducated and unaware of education's importance.
7. **Notes (Optional)** Higher education institutions should hold annual meetings for parents, teachers, students, and management for overall student development.

File Description	Documents
Best practices in the Institutional website	http://www.manavlokcollegeofsocialwork.co.in/img/Institutional%20Best%20Practices%20-%201%20and%202.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Manavlok Social Work College, Ambajogai, stands out for its holistic approach to education, research, and community development. The college prioritizes research training by conducting specialized workshops for Ph.D. and MSW students, focusing on building essential skills and linking theory to practice. For Ph.D. students, workshops on 22nd July 2023 and 12th-13th February 2024 emphasized key aspects like objective framing, literature review, conceptual and theoretical frameworks, and data collection methods. Similarly, MSW students attended dissertation and fieldwork workshops on 5th August 2023, 5th February 2023, 21st July 2023, and 9th September 2023, which covered topic selection, effective interventions, and research processes.

These workshops were led by distinguished resource persons and experienced faculty, providing high-quality mentorship. This expert guidance enabled students to develop the skills needed to address complex, real-world challenges effectively.

The research center at the college has also made significant contributions through impactful projects. Dr. Nazir Sheikh completed two research projects entitled "Insights into Onion Cultivator Farmers: A Baseline Study," sponsored by Thermax Foundation and Manavlok, and "A Socio-Economic Study of Villages in Dharashiv District," sponsored by Gharada Chemicals Limited, Mumbai. These studies addressed regional socio-economic issues, offering actionable insights and sustainable solutions.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

Manavlok Social Work College, Ambajogai

Plan of action for the next academic year

2023-2024

1. Submission of proposals for financial support to construct new library.
2. Upgrading library, purchase book
3. To conduct one-day workshop for Ph.D. scholars on research methodology.
4. To organize national level seminar/workshops/conference etc.
5. To organize seminar on social reformers
6. To organize faculty development programmes for teaching and non-teaching staff.
7. To organize programmes for the students development such as personality, communication, soft skills etc.