Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**MANAVLOK COLLEGE OF SOCIAL WORK**
Name of the head of the Institution	**PRAKASH BHIMRAO JADHAV**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**09130121820**
Mobile no.	**7770015050**
Registered Email	**prakash.jadhav50@yahoo.com**
Alternate Email	**manavlok1999@ymail.com**
Address	**KULSWAMINI COLONY AMBAJOGAI**
City/Town	**AMBAJOGAI**
State/UT	**Maharashtra**
Pincode	**431517**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr. Rama Achyutrao Pande**
Phone no/Alternate Phone no.	**02446247504**
Mobile no.	**9405343510**
Registered Email	**rama.pande65@gmail.com**
Alternate Email	**manavlok1999@ymail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.manavlokcollegeofsocialwork.co.in/img/Annual%20Quality%20Assurance%20Report%20(AQAR)%20Academic%20Year%202018-19.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.manavlokcollegeofsocialwork.co.in/img/academic%20calender%202019-2020.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**2.23**	**2015**	**01-May-2015**	**30-Apr-2020**

6. Date of Establishment of IQAC	**15-Jun-2018**

7. Internal Quality Assurance System

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

Regular Meeting of Internal Quality Assurance Cell (IAQC) IQAC	17-Jun-2019 1	14
Regular Meeting of Internal Quality Assurance Cell (IAQC) IQAC	11-Sep-2019 1	14
Regular Meeting of Internal Quality Assurance Cell (IAQC) IQAC	28-Jan-2020 1	14
Regular Meeting of Internal Quality Assurance Cell (IAQC) IQAC	05-Mar-2020 1	14
Submission of AQAR	29-Sep-2021 1	101
Feedback from student	06-Mar-2020 1	70
Feedback from Alumni	17-Jul-2019 15	37
feedback from Parents	30-Jul-2020 1	37
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
nil	0	nil	2020 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	**4**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	View File

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

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

1. Faculties submission of research proposals to funding agency, two faculties get sanctioned minor research projects funded by Maharashtra state women's commission and Dr. Babasaheb Ambedkar Marathwada University, Aurangabad. 2. Dr. B.A.M. University, Aurangabad granted permission to start certificate course on "Water Literacy" and this year it has been started. 3. National level seminar and workshops were organized in the college. 4. A research methodology workshop was organized under faculty development programme. 5. Survey on indigenous water resources in Ambajogai city was done and the status report was submitted to president, Nagar Palika, Ambajogai.

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

Plan of Action	Achivements/Outcomes
Lecture series	Under lecture series following lectures were organized-- 1. 25.11.2019- "CSR and Professional Social Work"- Ms Sunita tai Bagal. 2. 28.11.2019- "Concept of CM fellow"- Mr. Anant Garaje 3. "Watershed", Mr. Irfan Sheikh 4. 19th , 26th February & 2nd March 2020- "Problems of Differently Challenged" Swati Baheti 5. 26 February & 5th march 2020. "Rural Development" Mr. Anant Garaje
Pariwartan Sanwad Katta	Under Pariwartan Sanwad Katta following activities were undertaken:- 1. Women and Media- 27.07.2019 2. Unorganized labour and eradication of superstition- 24.08.2019 3. Birds introduction – 28.09.2019 4. Farming and women's problem-
Coaching classes for competitive exam	Class started on 27.02.2020. 21 students enrolled for the class.
Employment Guidance Cell / Campus interview	1. SOS, Latur conducted campus interview on 10.12.2019, 2. Manaswini Mahila Prakalp, Ambajogai conducted campus interview on 17.12.2019
Workshop on Field work (Skill Lab)	Held on.. 15th July 2019
Parent Meeting	Completed on 17 July 2019
Orientation visit	IIIrd Sem -- Completed 11th July 2020 Ist Sem-- Completed 15th to 26th July

	2019
Day celebration-	1. International Yoga Day 21 June 2019 2. Independence Day (Vyakhyanmala) 3. Teacher day- 5 September 2019 4. Marathwada Liberation Day-17 September 2019. 5. Mahatma Gandhi Birth Anniversary, Lal Bahadur Shastriji Jayanti (Vyakhyanmala)- 02 October 2019 6. Dr. Ambedkar Jayanti (Vyakhyanmala)- 14 April 2020 7. World Women's Day- 8 March 2020
First Year Admission	Registration :1st to 19th June 2019 Entrance exam: 20 June 2019 First merit list: 22 June 2019
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14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
College Development Committee	05-Mar-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**No**

16. Whether institutional data submitted to AISHE:	**Yes**

Year of Submission	**2020**

Date of Submission	**09-Jan-2020**

17. Does the Institution have Management Information System ?	**Yes**

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**Institution Management Information System (MIS) 1. Online students registration, entrance test, 2. Online admission 3. Students enrolment 4. Exam online 5. Online results 6. TC online 7. Library libman software opek facilities. N list Manavloks College of social work maintain the MIS to facilitate the academic programme and administrative programmes/activities/process. We have following e base systems 1. Registration for the course: students can apply online for the MSW course, the university provides the web link to**

register, students can see the prospectus of the college, eligibility for the course etc. 2. after completion of entrance exam, the students can see merit list and waiting list on online 3. online examination facilities : the students can see the examination calendar, examination timetable, results, Online apply for examination /filling exam form, 4. online form submission for post matriculation scholarship to the students 5. Library is fully computerized with libman (Library Management Software). Through OPEC system, the information about the available books are provided to the students 6. internet and WiFi services are provided to the students 7. The college has a LAN through which students, teachers and supporting staff can access the information about the college, students etc.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Institution has the mechanism for well planned curriculum delivery and documentation:- At the beginning of every semester, under the chairmanship of principal, the staff meeting is called. In this meeting a wide discussion held on the course content and its execution. The semester wise syllabus is distributed among the faculty members. The theory papers are allotted to the every faculty members according to the semester. For maintaining the records of teaching, a teaching diary is given to the every faculty member. The faculty has to note the title of the topic covered, date, day, time and students present etc. At the end of the semester, faculty has to submit this teaching diary in the office. Field work is another aspect of the curriculum of social work. The students are equally distributed among the all faculty members for supervising the field work activities. A time table including field work is prepared and distributed to the faculty members for proper execution of syllabus. A field work diary is provided to the students in which student has to mention the activity and get checked by the supervising faculty member. Tuesday and Friday are reserved for field work practice, as per instructions by faculty supervisor and planning of the visits; students have to practice in the field. On next day student submits their report to faculty supervisor for assessment. In the curriculum individual and group conferences are made compulsory so, the faculties take the individual and group conference of the students under his supervision. A monthly meeting with staff is conducted regularly. In this meeting review of curriculum delivery is taken and instructions are given for completion of further curriculum. At the end of the semester every faculty has to submit the teaching diary, IC/GC record and classroom teaching diaries.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Water literacy	0	04/09/2019	90	supporting capacity for watershed management projects, NGO and Government projects on water conser vation/devel opment etc	interventi on, communic ation, planning, monitoring, evaluation

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	nil	Nill

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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MSW	generic	15/06/2015

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

	Certificate	Diploma Course
Number of Students	38	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
0	Nill	Nill

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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MSW	Block placement	38
MSW	Women health	7
MSW	Disability	7
MSW	Child Health and Education	7
MSW	Water literacy and Sanitation	38

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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.	
Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained

Student / Alumni / Parents Feedback College collects the feedback from the students /alumni/parents regarding course, admission, teaching etc. and according to the suggestion. Suggestion • The college should have canteen facilities • To continue competitive examination class. • To start specialization in social work in Psychiatry, CSR, HR • To increase text books in library. It is also suggested to increase the Marathi language books. • It is essential to have Ladies room college should immediately make available a room for female students. • There should be improvement in toilet facilities. • The college should increase the frequency of activities which develops the skills for a social worker. • There should be skill development programmes such as communication skills, interview skills etc. Implementation • As per the suggestions given by the students in the feedback form, the college has provided canteen facilities for student and staff. • A competitive exam class has been continued this year for the students. • The university is has not provided specialization in MSW course, the university has accepted the generic course for social work, therefore college has limitation to start the specialization as asked by the students. • To increase books in library, college has taken the initiatives and purchase Marathi and English books for the students. This year 46 books were purchased. Apart from these 28 Marathi/English journals were subscribed. • College has made available a room for female students, in this room, the essential services for female students are provided. • The college use to conduct the various skill labs for improvement in the essential skills required for a social worker such as communication skills, interview skills etc.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MSW	generic	40	115	40
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	Nill	40	Nill	6	Nill

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
6	6	4	2	Nill	4
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Students mentoring system available in the institution College is having its mentoring system for the quality education of students and their personality development. Admitted students for MSW I II year are distributed equally among the fulltime faculties. Students of first year are placed among the disable and normal schools and second year students are placed in the communities, while working in their respective field they are facing some difficulties to implement theory in the field, in the curriculum of MSW course we have individual and group conferences to solve the difficulties in education process. The objective of individual conference is to discuss with the students about their personal difficulties, barriers in effective learning etc and provide them counseling to overcome the barriers and facilitate them for learning. So individual conference helps the mentee to get guidance, emotional support and difficulties in studies and also to understand family problems IC's gives way to discuss the personal problems and get options to face the situation or to come out of the problem. Which will help the students to get quality education and help for their personality development? Group conference is conduct for agencies the field work students to discuss about the difficulties in the communities for practice of field work. Guidance by the field work supervisor allows the student to clear the concepts of social work education which will help for their professional development. Field work supervisors supervise the students by giving instruction during the field visits, while evaluating the field work reports which will be submitted by the students very next day. Moreover, semester-wise student's Whatsapp group is created and all the necessary information, instruction and notices are sending on group. Mentors responsibility is to maintain the time table of individual and group conference. Make the students to attend the IC/GC's regularly without fail, if any student is irregular or absent to the field work mentor should get the cause of his absentees in details and if he provide counseling to the mentee to come out from the problem. It is compulsory to the mentor and mentee to meet regularly twice in a week for smooth running of the professional course.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
84	6	1:14

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
6	6	Nill	Nill	5

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

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

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MSW	837	4 semester	11/11/2019	01/05/2020
MSW	837	3 semester	15/06/2019	19/10/2019
MSW	837	2 semester	11/11/2019	01/05/2020
MSW	837	1 Semester	15/06/2019	19/10/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Reforms initiated on Continuous Internal Evaluation (CIE) system at the institutional level Continuous and comprehensive evaluation is a process of assessment of students that strives the progress of students and access at the level of education. It helps to improve the quality of teaching and learning process as well as performance of students. Following are the three areas of assessment. • Individual Conference - Assessment of concurrent field work is continues process. In the academic time table it has given wattage. Individual conference is conducted by field work supervisor to counsel the student to facilitate professional roles and bridge the gaps in learning process. The hurdles at individual level of the student affect the coping mechanism with the social environment and the learning process. Field supervisor of the student tries to understand the barriers and help him to overcome of that. Every week individual conference is conducted to assess the progress of the student. • Group Conference - Field work is an integral part of curriculum of social work. Students practice the methods of social work in the social agencies and communities under the guidance of field work supervisor, meant to understand the problem solving process and to relate theory into practice. Every week, group conference is conducted by the faculties. • Internal Exam— Theory exam at internal level is being conducted before each semester examination. Class tests are also conducted by the teaching faculties to assess the performance of the students. Viva-voce is very significant to evaluate the learning outcome of the field work.

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

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters The college ensures effective implementation of the academic calendar and conducts the exams timely. 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 strictly follows it. The college implement strictly academic calendar. Our college provides only post graduation course in social work. The college conducts the assessment of the students in different components such as orientation visits, concurrent field work, rural camp, study tour, internal theory exam, communication skills, LSA (Learning Supportive Activity), individual conference, group conference, research dissertation etc. The internal exams are conducted before commencement of the university exams. The head of the assessment are completed immediately after the completion of the activity. Orientation visits are arranged at the beginning of the semester and after completion of the visits, the in charge faculty assess the visits. Every internal assessment activity is assessed immediately after its completion. Few of the heads such as concurrent field work, orientation visits,

research dissertation are also assessed by the 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. The students are given enough time to prepare the exam. The college gives priorities to effectively implement the academic calendar and this academic calendar is followed by the respective teachers.

2.6 – Student Performance and Learning Outcomes

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

http://www.manavlokcollegeofsocialwork.co.in/img/Program%20outcomes,%20program%20specific%20outcomes%20and%20course%20outcomes-converted.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
837	MSW	generic	38	38	100
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2.7 – Student Satisfaction Survey

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

http://www.manavlokcollegeofsocialwork.co.in/IQAC.aspx

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	365	Dr. Babasaheb Ambedkar Marathwada University, Aurangabad	50000	50000
Minor Projects	365	Maharashtra Womens Commission	50000	50000
Minor Projects	365	National Commission for Women, New Delhi	493500	165000
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date

0	0	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
0	0	0	Nill	0

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
0	0	0	0	0	Nill

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
Research Centre, Manavlok college of social work	2

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	social work	12	5

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

Department	Number of Publication
social work	17

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
0	0	0	Nill	0	00	Nill

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
00	00	00	Nill	Nill	Nill	00

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	10	10	16	3
Presented papers	1	1	Nill	Nill

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Human Rights Day	Institutional level	6	76
Gandhi vichar Sansakar Pariksha	Gandhi Research Foundation, Jalgaon	6	71
National Seminar on Climate change : Issues and Challenges	YASHDA, Pune	6	93
Water Crises and Peoples Participation	Manavlok NGO	6	92
workshop on sustainable development	Gandhi research foundation, Jalgaon	6	80
blood donation camp	Manavlok S.R.T.R medical college, Ambajogai	2	18
Pulse-polio	Civil hospital, Ambajogai	2	38
Rally against attack on students at JNU	Manavlok -NGO	3	221
Assistance to Flood affected people at Sangali and Kolhapur district of maharashtra	Manavlok, NGO, Ambajogai	4	103
health checkup	primary health Centre, Bhavthana	2	55

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students

			Benefited
00	00	00	Nill

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Essay Competition	Jayprabha Gramin Vikas Mandal, Ambajogai	Essay on Dr. Babasaheb Ambedkar	2	3
Street Play	SRT College, Ambajogai	street play	2	16
Marathon	Manaswini Mahila Prakalp, Ambajogai	Marathon compitation	3	12
Kabaddi volleyball Competition	Manavlok-NGO	Kabbadi and Volleyball competition	6	20
Tarun Sanwad (Interaction with Youth)	Manavlok-NGO	Tarun Sanwad (Interaction with Youth)	6	80

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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Student Exchange	10	self finance	2
Research	2	self finance	2
Faculty Exchange	2	self finance	2

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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Rural Community Exposure	Rural Camp	name of the villages :- 1. Nimala 2. sarfarzpur 3. Moha 4. Koyal 5. Amla 6. Devthana 7.	28/11/2019	05/12/2019	40

		Jaitapur 8.Morphali			
Internship	Block placement	Nitrud, Tq. Majalaon Dist. Beed Girwali Tq. Ambajogai Dist. Beed Bansarola, Tq. Kaij Dist. Beed Lokhandi Sawargaon Tq. Ambajogai Dist. Beed Gangamasla, Tq. Majalgaon Dist. Beed Bevnal, Tq. Shirur Anantpal Dist. Latur Ghatnandur Tq. Ambajogai Dist. Be	10/08/2020	10/09/2020	38
Field work	Field work placement MSW2nd year	Sadar Bazar (Pension pura, folwars quarters, panchshil nagar) Sidharth Nagar, Mangalwar peth Parli Ves, Raviwar Peth Gandhi Nagar, Milind Nagar, Guruwar Peth, Gavli Pura Wadarwada, Raigad Nagar, Sant Kabir Nagar Pensionpura,	26/07/2019	06/03/2020	38
Field work	Field work placement MSW-1st year	Z. p. Urdu School, Satephal Z. P. School,	02/08/2019	06/03/2020	42

		Marathi Medium, Satephal Venutai Chavan Primary School, Ambajogai Z. P. Urdu Primary School, Mangalwar Peth, Ambajogai Z. P. Primary School Parali Ves, Ambajogai Z. P. Primary School, Raviwar Pet			
Field Exposure	Orientation	Oldage home, Girwali teh Ambajogai	26/07/2019	26/07/2019	40
Field Exposure	Orientation	1. Bodhwardhini School for Mental retardation boys, Ambajogai. 2. ICTC centre, SRTR Medical college and hospital Ambajogai	23/07/2019	23/07/2019	40
Field Exposure	Orientation	1. Ahilyadevi holkar school deaf and dumb, Ambajogai 2. Manaswini Mahila Prakalp, Ambajogai	19/07/2019	19/07/2019	40
Field Exposure	Orientation	1. Manavlok, Ambajogai 2. Dnyanwardhini school for deaf and dumb boys, Ambajogai	16/07/2019	16/07/2019	40

Field exposure	Orientation visits	1. SOS, Balgram, Latur, 2. Sawali Mansopchar kendra, Latur 3. Anandwadi 4. Childrens Sevalay, Hasegaon, 4. Anandwadi 5. Gramin Shramik Pratishthan Budhoda	11/07/2019	11/07/2019	38

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Ashish Gram Rachan Trust, Pachod Dist Aurangabad	15/06/2019	1. block placement of final year student 2. Campus interview 3. Research/Survey	8
Vasundhara Mahavidyalay, Ghatnandur	18/06/2019	1. to promote the quality of higher education in both the colleges, 2. to enhance students knowledge by exchanging both sides faculties. 3. to organize collaborative activities like skill development programmes, training etc. 3. to organize seminar,	200
Nagar Parishad, Ambajogai	15/06/2019	1. to facilitate nagar parishad for awareness about sanitization 2.to implement welfare programmes of corporation in the community, 3.to undertake research, assessment on community issues such as water utilization,	48

	resources and environment etc	
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
0	0

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Class rooms	Existing
Campus Area	Existing
No file uploaded.	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Libcloud	Fully	11.0	2013

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Reference Books	5730	310000	48	12725	5778	322725
e-Books	97000	5900	199500	5900	296500	11800
Journals	30	40000	28	35119	58	75119
Library Automation	1	45000	1	20000	2	65000
No file uploaded.						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
no	no	0	Nill
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	0	0	0	0	0	0	0	0	0
Added	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0

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

<div align="center">

100 MBPS/ GBPS

</div>

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
web camera, projector, LCD TV, camera	Nill

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
291000	288832	194900	197000

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

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, gym, 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. 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. All the computers available in the college are connected with LAN facilities. The computers in office and library are having UPS facilities. The college also provides the photocopy facilities to the staff and students. The maintenance and cleaning of these facilities are done by the non-teaching staff. 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 in the campus is maintained by the gardener appointed by the college. The computers with internet fasciitis 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. The Faculties are free to use the computer and internet facilities and can get the academic related Xerox copies at no cost. However, the student and staff can use the physical fasciitis

> within the framework made by the college and approved by the college development committee. All the stake holders have to follow the guidelines about the use of physical facilities and its maintenance.

http://www.manavlokcollegeofsocialwork.co.in/IQAC.aspx

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	0	0	0
Financial Support from Other Sources			
a) National	Government of India scholarship	54	553256
b)International	Nill	Nill	Nill
No file uploaded.			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Remedial Coaching	08/01/2020	2	Manavlok College of Social work
Administrative record	02/03/2020	29	Manavlok college of social work
Personal Counselling	26/06/2019	80	Manavlok college of social work
soft Skill - letter writing and bio data	13/02/2020	29	Manavlok college of social work
skill lab	01/08/2019	80	Manavlok college of social work
Yoga day celebration	21/06/2019	40	Manavlok college of social work
No file uploaded.			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2020	Carrier Counselling	40	40	Nill	Nill
2020	Special Coaching classes for	21	21	5	5

competitive exam					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
1	1	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Manavlok, Manaswini Mahila prakalp, SOS, Latur	24	3	16	40	29

No file uploaded.

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	Nill	0	0	0	0

No file uploaded.

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

Items	Number of students selected/ qualifying
NET	1
SET	3
Any Other	5

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

Activity	Level	Number of Participants
Volleyball Competition	Institutional Level	22
Kabaddi compitition	institutional level	15
Marathon Compitition	institutional level	12
Street Play	institutional level	16

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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international

level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nill	00	Nill	Nill	Nill	00	00

No file uploaded.

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Student Council: - as per Maharashtra universities act and guidelines and programme schedule by Dr Babasaheb Ambedkar Marathwada University, Aurangabad, college constitutes the student council every year. This year university has stopped formation of the student council. Rural Camp Committee:- rural camp is a compulsory academic activity, while organizing the rural camp in villages, 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. Through this committee, the students participate in decision making and execution of rural camp. 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. These committees consists male/female members. These committees participate in decision making process regarding study tour. Social Justice and Empowerment cell:- The cell has been established under the guidelines of the UGC at our college the year 2019 - 20. The cell consists eight members which belonging to faculties and the student's representatives of the SC/ST and other backward class. Every two or one year the representatives from the students change due to the two year post graduation course. The students are being acquainted with the aims, function and the provisions within the cell. In every semester meeting of the cell is organized. The issues concerning the scholarship, application for scheme, competitive exam and guidance are resolved involving student members. Internal Complaint Committee - This committee is also mandatory to every college to ensure women friendly environment and sensitize students and employee with the law. According to the latest amendment in the prevention of sexual Harassment of Women at workplace Act 2013 two female student representatives required in the committee. The tenure of the committee is for three years. Every year one new representative from female students is added in a committee member by following the democratic process. At least three meetings and a one workshop or interactive sessions are get conducted to understand the significance of the act, role of committee members and its function to students. Meetings are held regularly. The plan for the academic year gets decided in the meeting and student representatives actively carry it out of successfully. Cultural Committee: - colleges annually organizes, the cultural programmes and inter collegiate cultural programmes for the students. A committee by name cultural committee is formed to facilitate the cultural activities. 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 on this committee, which participates in college development committees meeting.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

40

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

37500

5.4.4 – Meetings/activities organized by Alumni Association :

1. Mr. Sushil Puri, Ruby Hospital, Pune On 13.07.2019, the second year students of the college were instructed about the hospital management to be done according to the different departments of the hospital. He also gave guidance on how to fulfill his responsibilities as a social worker in other services of the hospital and the difficulties faced by the social worker. 2. Mr. Ashok Patange, Chief Ministers Envoy, Osmanabad. Alumni of the academic year 2015-16 gave in-depth guidance to the students of the college on 24.07.2019 regarding the work of the Chief Ministers Envoy and rural development 3. Mr. Atik Syed, Mental Health Specialist, Pune On 21.08.2019, he gave in-depth guidance to the college students on social awareness and mental stress and illness. Many kinds of problems arise in the daily life of society and family. Different challenges have to be faced. 4. Mr. Tejas Malvaladkar, Assistant Commissioner, Social Welfare office, Nanded On 07 January 20202, the college students were given guidance on the Central Government level Civil Service Examination and the State Government level State Service Examination. Both of these examinations lead to selection for the officer level.. 5. Mr. Pawan Girwalkar, Secretary, Jeevan Aadhar Ashram, Pipala Dhayaguda Tq. Ambajogai Dist. Beed Guided the students on 12.03.2020 regarding institution registration and future employment opportunities. Social, economic, religious, political, intellectual etc. Agitation March for Social Work Students: The Government of Maharashtra, Department of Tribal Affairs, Ministry, and Mumbai has decided on 20th August, 2019 that the post of Superintendent and Housekeeper in the Ashram School run under the Department of Tribal Affairs is mandatory for students with a degree in Social Work. On 27.08.2019 Demonstration on behalf of the Alumni Association at the Deputy Collectors Office Covid-19 Help from the Alumni Association: Covid-19 was locked down during the global health crisis. During this period, ration kits were distributed to 125 poor and needy beneficiaries on behalf of the Alumni Association. In this, alumni of the college came together and challenged the children to come to various places like Deola, Nandadi, Kumbephal, Akola, Waghala, Waghalwadi, Satephal, Ghatnandur, Ambajogai, Girvali, Magarwadi, Kolkandi, Pimpala Dhayguda in the entire Ambajogai block.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Two Practices of Decentralization and Participative Management during the Last Year Decentralization in management Decentralization of the power has always been highlighted in the procedure of administration. Mainstreaming employees in the decision making is the strategy of every institute that develops team culture among the members and the staff. 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 – In the commencing meeting of the college at the time of every academic year, annual plan containing curricular activities, co curricular activities and extracurricular activities get planned separately. As per the objectives set to define and implement the bunch of activities under the specific subject, staff and non teaching staff coordinators are decided through discussions democratically in

the staff meeting. Coordinators appointed among the staff of specific subject get freedom to initiate programmes without intervention of others. All support his/her decision and assist as per the need. 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 coordinator etc. Extra-curricular Activity Management – Apart from the regular activities and programmes in the college, there are certain programs that have separate wattage in curriculum. Responsibilities are discussed in the meeting and leading role is given unanimously to the members of staff with due respect of his/her consent. The head of the committee distribute the responsibilities among the staff and the students involving them in to the administration with due consent of the members and execute the programme coordinating the assistance of staff and the students .He/she takes freedom to organize programme and invite resource person with prior discussion in the meetings of the staff. 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 assigning the responsibilities. After appointing the head of the committee democratically, the committee decides the activities in the separate meetings. All committees prepare plan and coordinate the support to execute the plan.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Research and Development	In collaboration with the locally available government units and nongovernment organizations the field work placement is confirmed. The college invites the various agencies for campus interview and also convinces the various institutions working on different fields of social work for one month's block placement and job placements.
Library, ICT and Physical Infrastructure / Instrumentation	Computerized data base of books, library provides the list of the books available in the library, and the new books are introduced to the students by keeping the jacket of books in shelf. In addition to this, the library organizes book exhibition of new arrival books. The photocopy facility is provided by the library to the students. The PhD thesis are also made available to the students for references.
Curriculum Development	Ours college is affiliated to Dr Babasaheb Ambedkar Marathwada University, Aurangabad. The college follows the syllabus framed by the

	university. The syllabus is implemented by classroom teaching and field work practice. The faculty members use ICT for conducting the classroom teaching. The syllabus is distributed among the faculty members as according to the interest areas of faculty. The faculty member of our college suggests members to improvise the syllabus or content of the course. Ours principal was the invitee on ad hoc board member, prepares the syllabus by discussing with faculty members and submit to the university as rough draft.
Teaching and Learning	The syllabus is distributed as according to faculty's interest. The Faculty prepares semester wise teaching plan. ICT/ white board/ participator method/classroom/teaching/discussion/skill lab, experts lecture etc methods are used for effective teaching and learning. Apart from this, seminars are allotted to the students and group discussion on the topic held in the class. The students are distributed among the faculty members for social work practice and research dissertation. Through individual and group conferences, the performance of the student is assessed in these fields. The barriers and difficulties in learning are removed by individual conference and personal counseling.
Examination and Evaluation	College conducts internal exams on theory and field work. The students placed for field work in agency and community is assessed twice in a week by their supervisor through individual and group conferences. After completion of the academic activity such as orientation visits, rural camp, study tour, Learning Supportive Activity, the assessment held on very next day. The communication skills, seminar on field work etc are held regularly. As per time-table, the time allotted for field work guidance, research project, individual conference, group conference and dissertation are strictly followed by the faculty members. Faculty participates in internal and external
Research and Development	College has a research centre for PhD students which also encourage to faculty members to undertake research. Research is method of social work, practiced in the college by assigning topic for research to each student.

	This activity is systematically followed step by step process. During field work placement in agency students are encouraged to undertake research and prepare plan of intervention. Faculties are encouraged to publish their research article and apply for minor/major research projects. To promote the research work, college has started its quarterly research journal "Research Bulletin". The student's research papers/articles are published in college magazine "Gajar".
Human Resource Management	The appointment of teaching staff are done by the Department of social welfare state government of Maharashtra, with the help of University. The duties and responsibilities are performed by the staff as per norms of the university and social welfare department of Maharashtra. In monthly staff meeting the review of work completed and to be complete are taken.
Admission of Students	Dr Babasaheb Ambedkar Marathwada University, every year publishes its admission programme for departments and affiliated colleges. The scheduled provided by the university for MSW course admission is strictly followed and according to guidelines the admission procedure is completed.

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

E-governace area	Details
Planning and Development	the meetings and Action Taken Reports are uploaded on college website.
Administration	there is mkcl system which is used for online registration, admission, issue T.C, bonafide, results etc, LAN fascility.
Finance and Accounts	college have Tallie ERP 9.0 for finance and account purpose
Student Admission and Support	online admission, T.C, Bonafide, Results, Hall Tickets
Examination	online exam fees, results, marks memo, exam time table.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial	Name of the professional body for which membership	Amount of support

		support provided	fee is provided	
2019	nil	00	00	Nill
2020	nil	00	00	Nill
No file uploaded.				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2020	Workshop on research m ethodology	workshop for admini stration	15/02/2020	16/02/2020	6	12
No file uploaded.						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
e-content development for effective teaching	1	24/08/2020	25/08/2020	2
use of ICT in library	1	04/01/2020	04/01/2020	1
changing Indian scenario	1	22/05/2020	28/05/2020	7
orientation programme	1	03/02/2020	25/02/2020	23
short term course	1	14/10/2019	19/10/2019	6
The challenge going forward	1	18/02/2020	18/02/2020	1
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
8	8	13	13

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Wifi, Internet, Computer, Health Check	Wifi, Internet, Computer, Health Check	Wifi, Internet, Computer, Health Check

up, Haemoglobin check up, RO water, play ground	up, Haemoglobin check up, RO water, play ground	up, Haemoglobin check up, RO water, play ground

6.4 – Financial Management and Resource Mobilization

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

Internal and External Audit In our college day to day accounting i.e. Vouchering, Receipts, Cash Book, Ledger etc. are maintained and update regularly. For this purpose a separate cabin and computer system is available in office. All this accounting has been recorded through Tally – ERP-9, a accounting software. We have appointed internal and external auditor for verifying our accounts. Internal auditor is our parent institution's head Accountant and external auditor is Mr. Vijay Walwadkar, a certified Auditor. From the inception year of our college i.e. 1999 to March 2021 audit has completed and Audit report signed by certified auditor kept ready for submission to our Parent Institution Manavlok. This process has been followed regularly.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
00	0	00

No file uploaded.

6.4.3 – Total corpus fund generated

50000

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Dr. Babasaheb Ambedkar Marathwada University, Aurangabad	Yes	principal
Administrative	Yes	department of social justice and empowerment office Beed, ersity, Aurangabad	Yes	principal

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

College has parent-teacher association. Every year college conducts the meeting with parents. This association provides and conducted the following activities: 1. Parent suggested for up gradation of library by increasing the books and journals etc. As per suggestions in the parent-teacher association, the college has continued a competitive exam classes for upcoming vacancies. 2. Carrier guidance programmes were arranged every year for the students in the college by inviting experts to discuss. 3. At the beginning of the course, every year a parent-teacher- management-students meeting held. In this meeting rules, regulations and expectations from the students were discussed.

6.5.3 – Development programmes for support staff (at least three)

Support staff is encouraged to attend the workshops or training programmes specially organized by department of social justice and empowerment, and Dr. Babasaheb Ambedkar Marathwada University, Aurangabad for administration. To get familiar with changing rules and regulation, college provides freedom to organize or attend the training programmes. The support staff is also encouraged to perceive higher education.

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

1. Two Classrooms constructed 2. Well equipped classrooms with LCD Projector, smart TV, installed CCTV camera, Wi-Fi campus, 3. Computers purchased for library and research centre, purchased Xerox machines,

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	preparing academic calendar and finalized admission procedure, submission of research proposals to funding agencies	17/06/2019	17/06/2019	17/06/2019	14
2019	to conduct workshop and organize conference, co-ordination for certificate course, call for research articles for college journal	11/09/2019	11/09/2019	11/09/2019	14
2020	faculty development programme, workshop on research, survey on traditional water	28/01/2020	28/01/2020	28/01/2020	14

| 2020 | internal theory exam and fieldwork assessment, formation of IQAC as per new guidelines | 05/03/2020 | 05/03/2020 | 05/03/2020 | 14 |

resources in Ambajogai city , to conduct workshop on sustainable development and social r esponsibilit y

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
awareness about sexual abuse	20/08/2019	20/08/2020	80	Nill
gender equity programme for disable people	03/12/2019	03/12/2019	22	15
meeting with women	03/09/2019	03/09/2019	30	Nill
documentary, film and shows on domestic violence, child marriage etc	04/12/2019	04/12/2019	20	35
programmes on womens issues	27/07/2019	27/07/2019	21	38

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

Percentage of power requirement of the University met by the renewable energy sources
Solar Energy has been used time immemorial. Solar is clean and safe. Sunlight can be used directly for generating electricity and for hot water. 36 Solar panels are installed in hostel buildings as to promote renewable energy. The Solar power generated is supplied to Maharashtra State Electrical Board. Computers are set to automatic power saving mode when not in use. Also, campus administration runs switch-off drill on regular basis.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	No	Nill
Provision for lift	No	Nill
Ramp/Rails	No	Nill
Braille Software/facilities	No	Nill
Rest Rooms	Yes	Nill
Scribes for examination	No	Nill
Special skill development for differently abled students	No	Nill
Any other similar facility	No	Nill

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	25/08/2019	01	public meeting with corporators	water issues, waster waste, timing of tap water, water resources	10
2019	1	1	13/09/2019	01	followup and review of water resources	water use, repairing of well and borewell	15
2019	1	1	09/08/2019	01	plastic ban movement	use of plastic	12
2019	1	1	13/08/2019	01	supporting services for flood afftected	provided grocery kit for affected	103
2019	1	1	24/09/2019	01	water management	water waste by non use of tap	Nill

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
STUDENTS CODE OF CONDUCT	16/06/2016	Manavlok College of Social Work Ambajogai Dist Beed STUDENTS CODE OF CONDUCT l. Students are expected to maintain the highest standards of discipline and dignified manner of behavior inside as well as outside the College campus. They shall abide by the rules and regulations of the College and should act in a way that highlights the discipline and esteem of the College. 2. A six day working schedule from Monday to Saturday is followed. Classes are scheduled from 10.25 a.m. to 4.30 p.m. Tuesday and Friday of every weak are field work days so students are expected to do practical work as per the guidance of respective teacher. The first period will begin with a prayer song. The students shall stand in attention till the prayer ends. Those who are standing outside the classroom are also expected to follow this. 3. Teachers shall be greeted appropriately with Good Morning Sir/Miss or Good Afternoon Sir/Miss and a "Thank you Sir/Miss when the teacher leaves the class room. 4. No student shall enter or leave the class room when the session is on without the permission of the teacher concerned. 5. In the events of Student seminars/project presentations etc., it is compulsory that all the students of the concerned

class be present for the entire session. 6. All leave applications (Regular Medical) shall be submitted in time, for sanction by concerned teachers. Application for medical leave shall be accompanied by valid medical certificates. 7. Students shall come to the college in approved Khadi uniforms on every Monday and Thursday 8. All the students are expected to attend all college functions in college uniform unless otherwise specified. 9. All the students shall wear their identity cards, well displayed. Identity badge is a public document and any teaching staff and non teaching staff shall have the right to peruse it. Denial of that alone invites disciplinary action. 10. Students planning to make Study Tour and Rural Camp attend with dress code by producing a letter of intention certified by their parent/guardian. The student will be issued with a permission token to be kept along with the ID card to be shown to the authorities on demand during the period of dress code relaxation 11. Any dress code violation noticed within the campus will attract a fine of Rs.50 and could initiate further disciplinary actions. 12. As per the Govt. order, students shall not bring powered vehicles inside the campus. 13. Students are expected to maintain silence in the academic buildings to maintain the decorum and, any deviant

behavior such as hooting, whistling, loitering etc. will be treated as an instance of indiscipline. 14. For independent study, students are expected to use the class rooms, library or the demarcated areas of the academic building. 15. Students are encouraged to make use of the library, common computing facilities and to involve in professional body activities or any program authorized by the college beyond class hours. 16. Keep the campus neat and clean. Do not put any waste anywhere in the campus except in the waste baskets kept. Any violation of this shall invite a minimum fine of Rs. 50/-. 17. Consumption of intoxicants / psychotropic substances in any form or smoking or using chewinggum, panmasala etc. are strictly prohibited. 18. It is strongly advised to refrain from activities such as scribbling or noting on walls, door or furniture which could deface the college and destroy the academic ambiance. 19. Carefully handle the furniture, equipments, fixtures and appliances of the college and lab. Careless handling/misuse of the above could result personal injuries or damage to property Follow safety precautions near moving machines and electrical installations. In the event of damage of property, the responsible students will have to bear the cost of replacement/repair with fine. 20. Students are not permitted to arrange

any unauthorized celebrations and decorations of any magnitude in the campus.

21. Students are not permitted to distribute or display (both physically and electronically) material such as notices, banners, etc. in the campus without the permission of the competent authority.

22. Students are expected to make use of academic, co-curricular and extracurricular facilities available to the optimum levels. This will certainly make them physically fit, academically competent, mentally alert and socially sensitive.

23. Students who intend to represent the college in intercollegiate events shall take prior permission from the concerned head of the department and the selection will be based on parameters such as academic performance, attendance, character, existing academic pressure and competence of the student in the proposed event for participation.

24. During internal examinations of 2 Hr period, students are not allowed to leave the hall within one hour from the beginning of the exam, and students have to occupy the seat 5 minutes before the commencement of the examination.

25. Political activity in any form is not permitted in the College campus. Unauthorized meetings, propaganda work, processions or fund collections are forbidden within the College,

hostels, and outside the college. 26. Harassing juniors, ill treatment to other fellow students or any such form of ragging is objectionable and liable to be treated as criminal offence by the law enforcing agencies as per the directives of Honble Supreme Court of India. 27. Misbehavior towards girl students, use of threat or violence against members of the staff or fellow students will be considered as very serious cases of misconduct. 28. Pay fees, mess bills etc. in advance or in time, which will avoid fines. 29. Any violation of the above rules will invite penalty in the form of warning, fine, bringing of parents or any course of corrective measure as found suitable by any staff member or higher authority of the College. 30. In case of any instance of noncompliance of existing rules or any observed matter/behavior that deviates from the vision and mission of MCSW, all the staff members are empowered to initiate disciplinary procedure by filling in a standard form which in turn may lead to the constitution of an enquiry committee and further proceedings. 31 Fine policy of MCSW: The money collected from the students as fine on instances of noncompliance with the rules and norms will be kept in a separate account and will be utilized for purposes such as charity, scholarship, student co-curricular activities and

			renovation/maintenance in case of damage to property. 1 Mobile Phone Policy: The purpose of this policy is to establish clear cut guidelines regarding the usage of mobile phones inside the campus. This policy is applicable to all those who enter the campus. Mobile Phone Policy realizing the importance of communication and the possible impact of mobile phone usage inside the campus, the following guidelines are arrived at. • Students are not permitted to use mobile phones within the campus. • Students who are staying in college hostels should not bring the mobile phones to the college. • The mobile phones shall be kept in silent mode while depositing in the designated place. • All the staff members are empowered to confiscate mobile phones found with students violating the above rules. • Students violating the above rules will be fined an amount of Rs 100/- and the confiscated mobile phones will be returned to the students only after the completion of their course. • Staff members are allowed to use mobile phones in their respective cabins.
	CODE OF CONDUCT FOR TEACHERS	16/06/2016	CODE OF CONDUCT FOR TEACHERS The profession of teaching is a vocation that calls for high personal standards of ethics, responsibility and accountability. A teacher has to lead by example and his / her conduct in a college environment has great

impact on students. As responsible, educated adults, teachers need to shoulder certain norms. Keeping this in mind it is expected that No teacher shall… 1. Knowingly or willfully neglect his/her duties. 2. Discriminate against any student on the ground of caste, creed, language, and place of origin, social and cultural background. 3. Indulge in, or encourage, any form of malpractice connected with examination or any other college activity. 4. While being present in the college, excusing him/herself from the class which he/ she are required to attend. 5. During the period of your service, you cannot join any college or pursue any course of studies without the prior approval of the Head of Institution. 6. Remain absent from the College without sanction of leave or without previous permission of the head of the College. You cannot leave the country without prior sanction from the competent authority. 7. Leave cannot be claimed as a matter of right. When the exigencies of college service so require leave of any kind may be refused or revoked by the management. 8. Prepare or publish any book or books, commonly known as keys, or assist, whether directly or indirectly, in their publication. 9. Enter into any monetary transactions with any student or parent nor shall He/she exploit him/her influence for

personal ends. 10. All teachers are responsible for maintaining their Class Attendance Register, Plan Book, Daily teaching Diary and Examination Registers. For any loss of the same, the accountability rests solely in the hands of the respective teachers. 11. All the teachers are strictly forbidden from inflicting any corporal punishment to any student irrespective of any compelling circumstances whatsoever they may be. Incidents of this nature will be viewed seriously by the college administration. 12. Mobile phones are strictly not permissible in the Classrooms, Labs and Corridors. Commitment to the Profession 1. Conduct yourself in a reasonable manner in the development of Government policies affecting education. 2. Do nothing in your private or public pursuits which will bring your profession to disrepute. 3. Keep in confidence, information that had been obtained in the course of professional service, unless disclosure serves professional purposes or is required by law. 4. Offer advice and give helpful criticism as the need arises. In this matter you have a special responsibility to teachers in training and junior colleagues. 5. Open confrontation of whatever nature must be avoided. 6. You should neither allow other employment to impair the effectiveness of your professional service, nor permit commercial

exploitation of your professional position. 7. Keep all records accurate and up to date. 8. All correspondence addressed to the Ministry of education should be channeled through the Head of the College, in the first place. 9. The meeting of deadlines must be given priority, and thoroughness in the preparation of required documents is crucial. 10. Professional growth is absolutely necessary and must be given priority. 11. Devote full working time to your vocation teaching effort and time on task are essential for success. Commitment to Colleagues 1. Treat you colleagues as professional equals, regardless of their status. 2. Treat your colleagues with courtesy at all times. 3. If you are a Head, behave in such a manner that you earn respect. Win tit by upholding integrity, dignity, decorum and efficiency at all levels. 4. If you are a Deputy or Senior Master/Mistress, hold the balance between the Head and the other members of staff evenly poised. 5. Respect the functional superiority of those set in authority over you. 6. In correcting a subordinate, do not make the intent known to others, unless it is necessary. 7. Be impartial in your decision with members of staff. 8. Cliques and fractions among members of staff will not be tolerated. 9. Do not discriminate on grounds of race, colour, creed, or national origin, nor

interfere with the free participation of colleagues in the affairs of their association (s). 10. Do not deliberately distort evaluation of colleagues. Commitment to Students In fulfilling your obligation to students – 1. Place high value on and demonstrate to students commitment for excellence in work, manners and achievement. 2. Encourage students to practice respect for other and to be thoughtful and helpful at all times, especially in relation to the aged and the handicapped. 3. Encourage students to exercise discipline. 4. Help students to develop a sense of responsibility, self reliance and independence. 5. Encourage students to show respect fro all forms of duly constituted authority. 6. Demonstrate patriotism and appreciation of freedom with responsibility. 7. Help students to differentiate right from wrong and justice from injustice. 8. Encourage students to show respect and appreciation for personal and public property. 9. Assist students to exercise tolerance as they strive for understanding of other's ideas and beliefs. 10. Strive for consistency, firmness and understanding in disciplinary dealings with pupils. 11. Instill a feeling of pride in self, college and community. 12. Help students to understand and appreciate that the development of acceptable

attitudes and standards is more important than blind obedience to rules. 13. Strive to develop mutual courtesy and respect between teachers and pupils. 14. Dealing justly with each student and treat each with courtesy and consideration. 15. Work towards developing and promoting good human relations and qualities. 16. Do not encourage undue familiarity with students. 17. Do not smoke, drink or eat during teaching sessions in the presence of students. 18. Do nothing by precept or example likely to corrupt student. 19. Stimulate the spirit of enquiry, the acquisition of knowledge and understanding and the thoughtful formulation of worthy goals. 20. Respect the confidentiality of information about a student or his home and with hold it, unless its release serves a professional purpose benefits the student, or is required by law. 21. Undertake to constantly pursue the improvement of learning facilities and opportunities. 22. Make responsible efforts to protect students from conditions harmful to health and safety. 23. Do not use the facilities of the college to tutor students privately, for gain. 24. Do not discriminate on grounds of ability, race, color or creed. 25. Remain IN LOCO PARENTIS while the child is in your care, and fulfills this responsibility according to the law. 26. Co-

		operate, as far as your professional obligation will allow you, in securing the wished of parents for their children. 27. Seek to faster the interest of parents in the progress of their children. Commitment to the Community The Teaching vocation occupies a position of public trust. Education is effective when college and community co-operate in a constructive manner. 1. Adhere to any responsible pattern of behavior accepted by the community for professional persons. 2. Perform the duties of citizenship, and participate in community activities with due consideration. 3. Discuss controversial issues from an objective point of view keep your class free from partisan opinions. 4. Respect the community in which you are employed and be loyal to the College system, community and nation. 5. Work to improve education in the community and to strengthen the community's moral, spiritual and intellectual life. 6. Encourage the community to participate in the life of the college. 7. Co-operate with approved agencies concerned with student Welfare.
ETHICAL CONDUCT TOWARDS PARENTS	16/06/2016	Ethical Conduct toward Parents The professional educator pledges to protect public sovereignty over public education and private control of private education. The professional educator recognizes that quality education is the common

goal of the public, boards of education, and educators, and that a cooperative effort is essential among these groups to attain that goal. 1. The professional educator makes concerted efforts to communicate to parents all information that should be revealed in the interest of the student. 2. The professional educator endeavors to understand and respect the values and traditions of the diverse cultures represented in the community and in his or her classroom. 3. The professional educator manifests a positive and active role in College l/community relations.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Flood relief	15/08/2019	01/09/2019	103
rally against rape	20/12/2019	20/12/2019	52
Exam on thoughts of Dr. Babasaheb Ambedkar	06/12/2019	06/12/2019	19
workshop on sustainable development and social responsibility	04/03/2020	04/03/2020	80
water crises and peoples participation	30/09/2019	30/09/2019	92
climate change: challenges and issues	22/11/2019	23/11/2019	93
Gandhi Vichar Sanskar Pariksha	02/10/2019	02/10/2019	71
Human Rights day celebration	10/12/2019	10/12/2019	72
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Shramdan Shramdan is the innovative practice implemented in college with the objective to inculcate the principle of shrampratishta. Students should

understand the importance of hard work and cleanliness on every Thursday in 10.30 to 11.30 a.m. all students and staff involve in shramdan. This activities is based on Gandian Philosophy it help students to understand the importance of maintaining sustainable environment and it create there attachment with the campus of the college 2. Tree Plantation Trees Contribute to their environment by providing oxygen improving air quality, climate amelioration, conserving water, preserving soil and supporting wildlife. during the process of photosynthesis trees take in carbon dioxide and produce the oxygen we breathe. Our college has successfully completed the event of tree plantation at college campus. Trees are the for most important source for producing the oxygen in environment. They helps to reduce the level of carbon dioxide gas in the atmosphere. As we all know that the whole world is facing the problem of global warming and to recover from such problem planting the trees is become one of the most importance's aspects today. 3. Water Management We need to use water wisely to ensure that drinkable water is available for all, now and in the future. A small drip from a leaky tap can waste more than 180 liters of water to a day that is a lot of water to waste - enough to flush the toilet eight times. It is therefore essential that any environmentally responsible institution should examine its water use practices. Water auditing is conducted for the evaluation of facilities of raw water intake and determining the facilities for water treatment and reuse. The concerned auditor investigates the relevant method that can be adopted and implemented to balance the demand and supply of water. It is therefore essential that any environmentally responsible institution examine its water use practices. 4. Roof water Harvesting In Manavlok College of Social work with the guidance of Dr. D. S. Lohiya and Mr. Aniket Lohiya, Secretary, Manavlok (Green Auditor) number of initiatives is taken for water management. Rain Water on the roof of college building is being Stored by water pipe that are fixed all over the building and library to collect every drop of the rain in stored in the Well nearby in our premises . Average rainfall in Ambajogai city is 650 mm in a year. Total Quantity Area(sq.mt.) x rainfall in a year 1765.78 x 0.65 1147.75 cum. Storage quantity of water in liters 1147.78x1000 11,47,757 ltr. (11.48 lakh ltrs.) Thus the water is harvested in the well of college campus. It is observed that roof water harvesting is helpful for farmers. This experiment is shown to all visitors to the institutions and there by attempt is made create awareness about roof water harvesting among the people. 5. Energy Management Energy cannot be seen, but we know it is there because we can see its effects i

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Institutional Best Practices 1. Title of the Practice:- Social Work Skill Lab Objectives of the practice:- 1. To improve the communication skills 2. To develop intervention skills 3. To develop problem analysis skill 4. To prepare for resource utilization and mobilization skills The Context: - Social work is renowned and glorious profession. MSW is such a course about many skills, methods and techniques to fight against individual and social problems. The students are prepared theoretically in the classroom and expected to apply the theoretical knowledge in the field. While practicing social work methods in the field, it requires skill, capacities and competencies. Hence to prepare the student to intervene effectively in the field, the skill labs are conducted. In field work, case work, group work, community organisation, social welfare administration, social work research etc methods are practiced to apply these methods social worker should be well prepared and acquainted with skills such as communication, writing, presentation, planning, intervention, analysis interpretation etc. These skills are developed through organising various games and activities in skill lab. The practice:- Field work is an integral part of social work education. Through field work student apply the methods of social

work. While applying these methods, it requires various skills. The students are placed in institution and open community to practice the methods of social work. These skills are useful for application of these methods. In case work, group work, community organization and social work research these skills are used. In skill lab the games such as resource utilization game, game of message passing, game on concentration, game in formation of groups, game of banana etc are taken. Apart from this on every Thursday the students are prepared to learn the awareness song singing while working in the community. Every week the group of students sing the awareness song. This is useful for community organisation and getting the participation of community. Evidence of Success:- While practicing case work, group work, community organization, research etc methods of social work in institution, community the students apply the skills like observation, communication, problem analysis, need identification, channelizing group interactions, listening, utilization of various resources, cooperation, co-ordination, planning, fact finding etc. In field work practice, the students are applying skills to get participation of the community members. To identify the need of the community, students are applying the skills in communication and assessment. By using the skills and techniques acquired by skill lab, students are assessing the need, preparing plan and its execution strategies with the participation of the community. Problem encountered and resources required:- This activity is carried out on only every Thursday as per college time table. Only half an hour is reserved for this activity. Due to curricular activity, there are certain limitations to conduct this activity. Sometimes, it gets difficult to apply these skills in the field. 2. Title of the Practice:- Gajar – A Students Publication Objectives of the practice:- 1. To promote the writing skills among the students. 2. To provide a platform for the student to express their views, ideas and sharing their thoughts through literary forms like articles, stories, poems etc. 3. To develop insight about current issues in the society. Context:- "Gajar" is a bi-annual publication of the college started from 1st April 2006. Gajar is Marathi name stand for bringing attention or reminding. This publication provides opportunities to the students to write about their field work experiences, innovations in field practices, programmes implemented in the field work, research or case study conducted etc. Moreover, the extracurricular activities in the college are also included in this magazine. The editorial board consists a in-charge professor and student representatives. This board edits the articles if required and finalise for publication. The Practice:- Every year college publishes a "Gajar" which is purely for the students. The articles by students on field work intervention, project implemented, practice of social work methods etc are invited. A systematic procedure is followed to publish the student's writings. College constitutes a committee to supervise the publication process which is headed by in-charge professor. In the first semester, in charge professor calls a meeting of students and gives the information about the college's bi-annual magazine (Gajar). The committee invites articles, write-ups, poems which are written by students. In the stipulated period, the articles are collected and edited. The edited articles published in college magazine "Gajar". Evidence of Success: - Every year student publishes their articles based on the field work experiences, experiments and other social issues. This practice motivated the students to take initiatives to write for newspapers, preparing article for "Bhumika" at college. The writing and reading practice inspire the students to participate in essays and debate competition and secured prizes. Problem Encountered and Resources Required:- No fund is available for publication. Therefore, college bears the publication cost. We are planning to charge nominal fees by the students for their publication to maintain expenditure and standard of publication.

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

7.3 – Institutional Distinctiveness

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

Institutional Distinctiveness Fight to Draught Social welfare along with social development has been the main focus lies under the vision of institute. The geographical area where the college is situated comes under the drought prone region of Maharashtra. Year 2017 – 2018 had faced less than average rain fall that led to severe water scarcity in the area. Manavlok College of Social Work made intervention in various social settings to deal with situation. Awareness campaign -Our area suffered from water scarcity due to shortage of rain in the year. People in the rural area were in search of wages due to the hampered the Rabbi season in drought situation. Our college had organize awareness campaign in the adopted villages like Satefal, Dhavdi etc. Students placed in the Dhawdi made people aware about the Employment Guarantee Scheme that is MGNREGS. The Gram Panchayat of Dhavdi called a women's convention to create awareness about the legislation. They performed street play that helped to demand of work by women of the Dhavdi. Contribution in the Shramadan – under the campaign against drought, mahashramdan was organized in Beed district. All staff of the college participated in the Mahashramadan organized at village Awasgaon, Pathra, Namewadi, Sarfarazpur, Morphali, Girwali, Motewadi, Sonimoha, limbgaon, Sugaon etc. during 1st may to 25th may 2019 which were participated actively in the Water Cup competition Organized by Paani Foundation. In Shramdan college participated in Watershed treatment methods such as CCT, LBS, pitching, Nala Bandh etc. Fund contribution to the draught affected villages - "Parivartan" is a self funded project of staff members of our college. It contributes its fund and the expertise to address the social problems in the area. Since last ten years it has been working in the Satefal village. It was unanimously decided to support the following villages by donating Rs 42000 among these distributed each seven thousand rupees to carry out village development programme in relevance to drought situation. Rally to raise fund - A rally at Ambajogai was organized to raise fund for the flood affected area of the Kerela state. Students along with the teaching and non teaching staff conducted the rally that made its route from the main market place to the main road of the Ambajogai city. The venders and the shopkeepers donated generously Rs. 14,175/- (In words : Fourteen Thousand one hundred seventy five only) were collected and sent to Kerala Chief Minister Relief Fund. Faculties and the non teaching staff also contributed their one day salary to the state governments flood relief fund.

Provide the weblink of the institution
http://www.manavlokcollegeofsocialwork.co.in/IQAC.aspx

8.Future Plans of Actions for Next Academic Year

The future plans of action for next academic year Government of India, declared lockdown due to corona pandemic in the last week of March 2020. This pandemic has changed the mode of regular activities in the college. However, by considering the restrictions due to pandemic and guidelines provided by the state and central government college has prepared its action plan accordingly:- The future plans of action includes following aspects--- 1. To prepare Annual Plan: - theory papers are equally distributed among the faculty members for every semester in the academic year. The students for field work and dissertation work are placed equally under all the faculty members. 2. Online admission process: - college constitutes an admission committee consisting teaching and non-teaching staff, as per university schedule and guidelines, admissions procedure will be finalized. 3. To organize online orientation visits: - At the beginning of MSW 1st and 3rd

semester, college will organize the online orientation visits at reputed institution/organization working in the field of social work/welfare. 4. To conduct rural camp and study tour: - at the beginning of semester 2nd and 4th Semester College will conduct the rural camp at students native places and study tour will be arranged in online mode. 5. Online Internal Assessment: - at the end of each semester college will conduct the internal assessment of field work, research and other academic activities. 6. To continue certificate course: - the college will continue this course on online mode. This course will be applicable to the students appeared for MSW 4th semester. 7. Block placement: - this activity will be held after completion of MSW course, the student has to complete his one month's block placement at their native place by following the pandemic guidelines 8. To continue various Committees:- as per university and state government of Maharashtra, college will continue the committees formed. 9. To invite agencies for campus interview: - Employment guidance cell and competitive exam cell will function for next year and the in charge will be same as previous year. 10. To organize webinar series on various social issues. 11. To promote faculties to participate in university and college level examination duties, participate in seminar, workshops and faculty development programmes and apply for minor/major research projects. 12. To conduct workshops / training programme for teaching and non- teaching staff. 13. Research centre: - a research methodology workshops for faculty and PhD students.