

Annual Quality Assurance Report (AQAR) of the IQAC

Academic Year 2014-15 (1st July 2014 to 30th June 2015)

Part – A

I. Details of the Institution

1.1 Name of the Institution

BPHE Society's Centre for Studies in Rural Development
Institute of Social Work and Research

1.2 Address Line 1

CSRD Campus

Address Line 2

Station Road

City/Town

Ahmednagar

State

Maharashtra

Pin Code

414001

Institution e-mail address

csrd.iswr@gmail.com

Contact Nos.

0241-2346328

Name of the Head of the Institution:

Dr. Suresh Ramdas Pathare

Tel. No. with STD Code:

0241-2346328

Mobile:

9850652670

Name of the IQAC Co-ordinator:

Dr. Jaimon Varghese

Mobile:

8055082463

IQAC e-mail address:

csrd.iswr@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

MHCOGN 12800

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

EC/61/RAR/79 dated 15/09/2012

1.5 Website address:

www.csrd.edu.in

Web-link of the AQAR:

csrd.edu.in/iqac/ISWR_AQAR_2014-15.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	71	2006	5 years
2	2 nd Cycle	B	2.48	2012	5 Years
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC:

DD/MM/YYYY

24/08/2006

1.8 AQAR for the year:

2014-15 (1/7/2014 to 30/6/2015)

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

- i. AQAR 2012-13 12/10/2018 (DD/MM/YYYY)
 ii. AQAR 2013-14 14/11/2018 (DD/MM/YYYY)
 iii. AQAR _____ (DD/MM/YYYY)
 iv. AQAR _____ (DD/MM/YYYY)

1.10 Institutional Status

University State ☒ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College ☐ Yes ☒ No ☐

Autonomous college of UGC Yes ☐ No ☒

Regulatory Agency approved Institution Yes ☐ No ☒

Type of Institution Co-education ☒ Men ☐ Women ☐

Urban ☒ Rural ☐ Tribal ☐

Financial Status Grant-in-aid ☒ UGC 2(f) ☒ UGC 12B ☒

Grant-in-aid + Self Financing ☒ Totally Self-financing ☐

1.11 Type of Faculty/Programme

Arts ☐ Science ☐ Commerce ☐ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

Others (Specify)

Social Work, Faculty of Mental, Moral & Social Sciences

1.12 Name of the Affiliating University (for the Colleges)

Savitribai Phule Pune University

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members*

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. **Faculty**

Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes ☒ No ☐

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- 1) Collection of feedback from students and giving suggestions to the teachers to improve the quality of their teaching.
- 2) Designing and launching of need based autonomous programmes : 1) Certificate Course in Basis of Human Rights, 2) Certificate Course in Short Film and Documentary Making.
- 3) Promoting and ensuring usage of interactive, teaching – learning process.
- 4) Ensuring student's support services and enabling learning environment.
- 5) Motivating and training faculty and students for undertaking research work.
- 6) Encouraging and facilitating faculty and students for initiating, undertaking and expanding the field extension programmes in community with support from government and non-government organizations.
- 7) Creating, maintaining and renovating physical infrastructure and learning resources as per the requirement programmes and projects.
- 8) Supporting co-curricular, extra-curricular activities for overall personality development of the students.
- 9) Maintaining smooth functioning of the organisation and efficient and transparent governance by frequent meetings with faculty, students and other stakeholders.
- 10) Designing and organizing conferences, workshops, seminars and trainings
- 11) Strengthening NGOs & field agencies for effective service delivery and implementation of development projects.

2.15 Plan of Action by IQAC/Outcome: The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end

Plan of Action	Achievements
<ol style="list-style-type: none"> 1. Strengthening the existing and ongoing academic programmes and start new need based value added programmes. 2. Organise International conference, State Level Seminar, Workshops and consultation. 3. Organize Skill development workshops for the students : 4. Organise faculty development programme & workshop- Workshops on Field work supervision. 5. Conduct extensive village development programmes through the field work extension 6. To continue collaboration with Project Implementation Agency (IWMP) Dept. Of Agriculture for undertaking Watershed Awareness and Training Programme in the selected villages under Vasundhara Watershed Development Programme. 7. To continue Child Guidance and Counselling Centre at Anand Sadan, the urban extension project for non formal education 8. To increase and promote faculty and students engagement in research and action projects. 9. To support and systematize student's development programmes like earn and learn scheme, personality development scheme for girl students, career guidance and job placement programme and the special guidance schemes. 10. To collaborate and network with international and national level organization for knowledge sharing. 11. To continue expansion of the use of technology and computerisation of various institutional services 	<ol style="list-style-type: none"> 1. Started short term certificate courses on Human Rights, Certificate Course in Short Film and Documentary making. 2. Organised 4th International conference on "Promoting Social Justice and Empowerment: Addressing Local & Global Challenges" on 1^{9th} to 2^{1st} March 2015 3. Organized National Conference: 2nd Indian Social Work Congress 2014 on Social Justice And Social Work Profession In India: Challenging Responses And Responding challenges. 4. Organized State level Seminar on Human Rights and Social Exclusion 15th - 16th January 2015 5. Organized Skill development workshops for the students on Short Film making & Documentary making, Language Lab Workshop and workshop on spreading awareness regarding Multiple Sclerosis 6. Organized Consultation on Drought Management for officers & social work practitioners from GOs, NGOs & Villages on 3.1.2014 7. Organized Faculty development workshop on Field work supervision on 19th & 28th Aug. 2014 8. Extensive rural / urban community development programmes in 56 development organisations, industries and communities through field work extension 9. Vasundhara Watershed Training Programme in Ghogargon & Ruikhed villages of Shrigonda block, Ahmednagar 10. Child Guidance and Counselling Centre at Anand Sadan, the urban extension project 11. Completed the Study on Coping with Drought and the Paradhi Development Plan 12. Continued the major research projects sponsored by UGC. 13. Earn and learn scheme, personality development scheme for girl students, career guidance and job placement programme and the special guidance schemes. 14. Knowledge sharing session from USA through video conferencing on 28.9.2014 15. New computers for the office and SLIM software and the library

2.15 Whether the AQAR was placed in statutory body

Yes

☒

No

☐

Management

☒

Syndicate

☐

Any other body

☐

Provide the details of the action taken

AQAR was placed before Management & review of the activities was taken by Management. Action taken on previous AQAR and plan of action for the next academic year was presented before the Management. The management approved the plan of action chalked out by the IQAC and authorised the Director to undertake proposed programmes and activities as per action plan.

Part – B Criterion wise report

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	02	-	02	-
UG	-	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	01	Nil	01	01
Certificate	02	02*	03	04
Others	-	-	-	-
Total	05	02	06	05

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

* CHR - Certificate in Human Rights;

* CSFDM– Certificate Course in Short Film and Documentary Making

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option/Open options:

Semester & Credit

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	MSW/MAMR (4 semesters – 2 years)
Trimester	0
Annual	DDM (1 year)
Other (Short term)	CBC/CHR/ CNM/CSFDM (6 months)

1.3 Feedback from stakeholders: Alumni
(On all aspects)

☒

Parents

☐

Employers*

☒

Students

☒
☐
☒
☐

Mode of feedback : Online Manual Co-operating schools

* Field work agency supervisors' annual meeting

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

The syllabus of MSW Programme of Savitribai Phule Pune University is being revised and placed for University approval so that it is implemented from the academic year 2015-16. The salient features are as follows.

- 1) Adoption of Choice Based Credit System (CBCS) and Grading System in line with National policies and International practices.
- 2) Updating the content of syllabus with inclusion of contemporary issues, strategies and development programs.
- 3) Providing in-built flexibility to Institutes and students through 'Cafeteria' approach.
- 4) Incorporating new electives.
- 5) Focussing on concurrent i.e. continuous evaluation throughout the programme.
- 6) Internal evaluation is given the weightage of 50 per cent of the total marks allocated for the course.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty*

Total	Asst. Professors	Associate Professors	Professors	Others
6	5	-	1	-

2.2 No. of permanent faculty with Ph.D. :

2

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
-	5	-	-	-	-	-	-	-	5

2.4 No. of Guest (a) and Visiting faculty (b)

17

24

8

and Temporary faculty (c)

a

b

c

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	14	15	15
Presented papers	9	8	7
Resource Persons	5	7	5

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Considering the interdisciplinary nature of the courses and the background of the learners the methods of training are participatory and learner-focused. The teaching methods involve classroom teaching, field work experience, group discussions, case studies, role plays, and self-learning assignments. Teaching is organised in such a way that students learn as much about social work profession as getting to know self and become sensitive to social realities. Innovative and flexible experiments are undertaken to foster an environment of team spirit and professional integrity. Throughout the teaching programme, opportunities are provided to expand the understanding of self and society. Regular and one to one interaction with faculty members is an important feature of training at CSRD.

The Institute is committed to develop students' overall personality and to make them responsible citizens and leaders in social service. Innovative processes adopted by the institution in Teaching and Learning include Induction, Orientation program, Observation visits, Case Studies, Field Based Assignments & Mini research, Skill workshops, Media workshops on Audio-Visual Material, Rural Camp, PRA and Micro-Planning exercise, Advanced Orientation Visits, Study Tours outside the states, class-room practice based exercises for developing research skills and methodological understanding.

2.7 Total No. of actual teaching days during this academic year

191

2.8 Examination/ Evaluation Reforms initiated by the Institution

For the internal assessment the Institute has formulated a system of assignments, whereby students get to learn by self study as well as learning from peers. The subject teachers are given choice to administer variety of assignments such as Group and individual presentations, individual written assignment, open book exam, etc. Field Work is an integral part of MSW curriculum, the evaluation for field work is continuous process, the students are evaluated based on their weekly performance in the field, written submission of field work reports, verbal presentation of their work during individual and group conferences. The Institute has reformed a system of field work evaluation by developing a format which is jointly filled up by students and supervisor. This gives more transparency and understanding in the evaluation process. The students also learn self evaluation and critical appraisal of own performance.

2.9 No. of faculty members involved in curriculum

Re-structuring/revision/syllabus development

as member of Board of Study(a)/Faculty(b)/Curriculum Development workshop(c)

a

b

c

1

-

6

2.10 Average percentage of attendance of students

78.92

2.11 Course/Programme wise distribution of pass percentage: *(Result of All University Affiliated Programmes)*

Title of the Programme	Total no. of students appeared*	Division				
		Distinction	I	II	III	Pass %
MSW	84	-	39	45	-	100
MAMR	04	-	3	1	-	100
DDM	30	3	22	5	-	100

* Only the final year students

2.12 How does IQAC Contribute / Monitor / Evaluate the Teaching & Learning processes:

IQAC facilitates academic planning, monitoring and execution, organizing seminars, workshops, and improvisation in evaluation systems thereby contributes to teaching-learning process. IQAC take stock of required teaching learning facilities and ensures that students are provided appropriate learning environment. The classrooms are equipped with adequate teaching leaning aids. There is a system of semester wise written feedback from students, which is compiled and appropriately correctional measures are taken for improving teaching learning process if required. The feedback results are given by Director to the respective faculty. General discussions are held in faculty meeting on areas to be improved. Suggestions given by Visiting Faculty, Alumni, Students (via suggestion box), Internal & External experts on viva panel are shared, discussed in IQAC and faculty meeting.

2.13 Initiatives undertaken towards faculty development:

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	-
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions*	2
Summer / Winter schools, Workshops**, etc.	14
Others	-

*Two of Library Staff Member Mr. Kiran Gite (Library Asst.) and Mr. Jivan Balid participated in Two days State Level Quality Improvement Programme on “Soft Skills” organized by Cummins College of Engineering for Women, Pune during 08th to 09th Dec. 2014.

**Faculty development workshop on field work supervision, writers’ workshop

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	2	2	-	4
Library Staff	2	3	-	2
Support Staff	7	2	-	-

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing / Promoting Research Climate in the institution

- IQAC facilitated faculty members to identify core domain and prospective areas of research. All the notifications, announcements and call for Expression of Interest (EOI), proposals for research, training or consultancy projects are circulated among the faculty members.
- Faculty members and students are encouraged to take up research projects or get involved in ongoing research projects. The Institute publishes an Institutional Journal by name “New Horizons in University Education: A journal of social development and social justice” (ISSN-2249-586-X). The faculty members are encouraged to publish research articles/papers in it as well as other Research Journals.
- IQAC ensures that the required infrastructure facilities are made available to students and faculty to undertake research. The research scholars are provided with separate place for work in the library, Computer lab with internet facility, access to online and offline journals, etc. A separate section for research scholars is maintained and books, journals, newspapers, magazines, e-resources and other reading material are made available to do research.
- The faculty members are encouraged to participate in seminars and conferences. They are provided financial assistance for attending Conference and Seminars and present research based papers.

Initiatives to promote research climate amongst students:

- The students are required to do research project as a part of their MSW/MA(MR) curriculum. IQAC encourages the faculty members to groom students by providing guidance and continuous support to complete their research. The students are engaged in various research projects undertaken by the institute or faculty members. The students are also engaged in survey, data collection, data entry and other research work during winter and summer vacation.

3.2 Details regarding major projects:

	Completed	Ongoing	Sanctioned	Submitted
Number	-	2	-	1
Outlay in Rs. Lakhs	-	21.75	-	25.00

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	02	-	-	-
Outlay in Rs. Lakhs		-	-	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	-	-	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	1	1	-

3.5 Details on Impact factor of publications: Nil

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant Sanctioned (in Rs. Lakhs)	Received (in Rs. Lakhs)
Major projects (02)				
<i>An Action Research to Facilitate People's participation in the process of Rural Community Development through the Exercise of Social Auditing and Micro Planning in Ahmednagar Dist. (MS)</i>	02 yrs	University Grants Commission	8.07	-
<i>Awareness and Training on SC/ST Atrocity Prevention Act</i>	01 yr	Special District Social Welfare Office	13.68	13.68
Minor Projects (03)	-	-	-	-
Interdisciplinary Projects	-	-	-	-
<i>Coping with Drought A Study</i>	01 year	FCFC Network	0.71	0.43
<i>Vasundhara Watershed Training Project</i>	01 yr	Project Implementation Agency (IWMP) Dept. Of Agriculture	6.24	-
<i>Micro planning of Kambi, Borudi & Malunja village under Sansad Adarsh Gram Yojna</i>	06 mnths	Dist. Planning office and local Member of Parliament	0.60	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	29.30	14.11

3.7 No. of books published i) With ISBN No. Chapters in Edited Books
 ii) Without ISBN No.

3.8 No. of University Departments receiving funds from: **NA**

UGC-SAP CAS DST-FIST
 DPE DBT Scheme/funds

3.9 For college: **Nil** Autonomy CPE DBT Star Scheme
 INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy (Rs.)

** 10% administrative charges of projects.*

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	1	1	1	-	-
Sponsoring agencies	SPPU	NAPSWI / SPPU	SPPU	-	-

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency From Management of University/College
 Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	Nil
	Granted	Nil
International	Applied	Nil
	Granted	Nil
Commercialised	Applied	Nil
	Granted	Nil

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	-

3.18 No. of faculty from the Institution who are Ph. D. Guides
and students registered under them

2

-

3.19 No. of Ph.D. awarded by faculty from the Institution

-

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones) **Nil**

JRF

SRF

Project Fellows

Any other

3.21 No. of students Participated in NSS events:

University level

150

State level

National level

International level

3.22 No. of students participated in NCC events: **Nil**

University level

State level

National level

International level

3.23 No. of Awards won in NSS: **Nil**

University level

State level

National level

International level

3.24 No. of Awards won in NCC: **Nil**

University level

State level

National level

International level

3.25 No. of Extension activities organized

University forum	<input type="text" value="-"/>	College forum	<input type="text" value="3"/>	
NCC	<input type="text" value="-"/>	NSS	<input type="text" value="14"/>	Any other <input type="text" value="-"/>

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

a) Extension Activities undertaken Extension Unit

1. Village Micro-Planning for Sansad Adarsha Gram Yojna: Sansad Adarsha Gram Yojna (SGSY) is a rural development programme broadly focusing upon the development in the villages which includes social development, cultural development and spread motivation among the people on social mobilization of the village community. The Institute worked with Local Members of Parliament for adopting village and preparing development plan for their villages. CSRD conducted village micro-planning during Sept. 2014. It has created a platform for student social workers to learn and extend their knowledge and skills to village communities. Three villages namely Kambi, Borudi & Malunja in respectively Shevgaon, Rahuri and Shrirampur blocks of Ahmednagar district selected for this project. The village community got benefited from this process. The Institute provided support and consultancy for data collection, online data uploading and preparation of development plan for these villages.

2. Vasundhara Watershed Awareness and Training Programme: The Institute is appointed as Project Training Organisation (PTO) for six villages of Nagar block of Ahmednagar district. The programme was commissioned by YASHADA, Pune under the Government of Maharashtra's Integrated Watershed Management Project (IWMP). The institute conducted Watershed Awareness and Training Programmes for the various groups in 06 villages of Nagar Block.

3. Training and Awareness Programme on Prevention of Atrocities Act: In view of the increasing events of atrocities on Dalits in the district of Ahmednagar the district planning office appointed the institute as training institute to conduct training programmes and awareness about Prevention of Atrocity Act. The programme was organised for Police officers, Grampanchayat members, village revenue officers and community members. The programme was organized in 14 Tehsils (56 villages) of Ahmednagar District. The programme was held with support from District Social Welfare Office, Ahmednagar. With the help of street theatre, social songs, information booklets and posters people were educated and made aware about use and misuse of Prevention of Atrocity Act. Training Programmes were held at every *Tehsil* for the officers and *panchayat* members from the villages.

4. Child Guidance and Counselling Centre at Anand Sadan: Anand Sadan, is being developed as an urban extension project. It is being developed as centre for conducting various community outreach programmes of CSRD. The main programmes of the Anand Sadan include non-formal education in the form of remedial and supplementary coaching to school dropouts and school going children of the neighbourhood, home visits for counselling the parents, life skills training for the adolescent and youth, personality development programmes, cultural and sports activities for the children.

b) Extension Activities undertaken by National Service Scheme Unit: (NSS)

The Institute's NSS Unit has adopted a village Baburdi Bend Tal. Dist. Ahmednagar for undertaking extension / community development activities. During the reporting year Seven days residential camp was held and NSS volunteers actively participated in organizing activities. Besides the NSS Camp, students regularly visited this village and contributed through the following activities:

- Awareness about cleanliness, tree plantation, kitchen garden, soak pits, use of bio-gas, use of toilets, etc. and physical engagement for village cleaning drive, repairs of village internal roads, digging the soak pits, tree plantation and other activities.
- Conducted needs assessment survey of families and prepared development plan for the village.
- Organized *Shramdan* for construction of Jali Bandhara and Vanrai Bandhara.
- Organized Blood Donation camp and created awareness about blood donation.
- Organised a foot march under the campaigning of "Run for Unity" in collaboration with district collector office and Nehru Yuva Kendra (NYK) on the occasion of Sardar Vallabhbhai Patel birth anniversary. This campaign was to show unity among the diverse population of India based on religion, caste, race, language and regions.
- Organized Street play on female foeticide, HIV/AIDS, Alcoholism, Dowry death, Open Defecation free village, girl's education, domestic violence etc. for creating awareness about social evils.
- In the context of Assembly elections 2014 on the occasion of Gandhi Jayanti all NSS volunteers and faculty participated in election awareness and campaign process by casting our vote by any miss-leading behavior.
- Awareness on various social issues like global warming, save girl child, HIV/AIDS through organizing rally and use of Posters, presentations and slogans. Also awareness about sanitation and health, waste water management, proper storage and use of drinking water, causes of minor illness like jaundice, Malaria and also other major disease like cancer.
- Celebration of International Non-violence day, De-addiction week and Swatcha Bharat Abhiyan
The CSRD-ISWR's NSS unit celebrated the Gandhi Jayanti on 2nd October, 2014. The main purpose of the function was to observe Non-violence day which was one of the values preached by Mahatma Gandhi. As part of this function, institute had organized various activities in collaboration with District Social Welfare Office, Ahmednagar. The activities include Poster and Rangoli competition, Social songs and street plays.
- Various development areas such as Health, Education & Non Formal education, Non-conventional energy, Elderly person and Aging, Road Safety, Nursery, kitchen gardening & organic farming, Children & Youth, Environment and Sanitation, etc. After this we asked all the volunteers to choose one of the sectors for their work.
- Eye Donation Resolution and Registration
On the occasion of 125th Birth Anniversary of Founder Dr. B.P. Hiwale, the Students, Faculty and Staff took oath of Eye Donation and also registered themselves as Eye Donor. The programme was organized in collaboration with H.V. Desai Eye Hospital, Pune and Yashwant Samajik Pratishthan, Sonai

c) Extension Activities undertaken by Faculty and Students during Field Work

The Institute has collaboration with 10 villages and 12 slum communities in Ahmednagar District. MSW First year Students are placed for field work in urban slum communities and 2nd year students of MSW (Urban and Rural Community Development Specialization) are placed for field work in village communities. While learning community organization skills as an Institutional social responsibility the institute organizes various community development programmes with the active support from village community and mobilizing available resources. The students undertook various programmes in placement villages during their field work. Some of the activities undertaken are as follows:

Community Health program:

- Organized Home visits, rally, street play and other programmes for creating awareness about cleanliness, HIV/AIDS, hygiene and sanitation.
- Health check up camp with the help of Civil Hospital, Vikhe foundation and Kakasaheb Mhaske foundation.
- Eye check up camp and referral for Cataract Surgery.

Women, Youth and Child Development programs:

- Organizing remedial and non-formal education for school going and out of school children.
- Sports, cultural and leadership development activities for children by formation of groups and *Balpanchayat*.
- Village Library for children (issuing books and reading the books together) and developing interest among children for reading.
- Organizing various competition such as essay, speech, drawing, general knowledge etc for identifying and promoting potentials of children in sports and other fields.
- Formation of Youth groups and providing guidance, counselling and referral service individually and in group for career and further studies.
- Formation and strengthening of Women's Self Help Groups for mutual support and livelihood promotion.
- Organizing education and awareness for adolescent girls and women on health, hygiene, etc.
- Creating awareness and mobilizing women's participation in local self governance like *gramsabha* and *grampanchayat*.

Environment, Agriculture and Community Development activities:

- Organizing awareness and training programmes for promoting environment protection and encouraging people for tree plantation, water management, use of toilets and soak pits.
- Awareness on social evils like alcoholism, child marriage, dowry, open defecation, etc.
- Training and guidance for organic farming, kitchen garden, crop insurance policy, watershed management, Cropping pattern, cultivation, animal husbandry, etc.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area (acres)	3.62	-	-	3.62
Class rooms (No.s)	6	-	-	6
Laboratories (No.s)	-	-	-	-
Seminar Halls (No.s)	2	-	-	2
No. of important equipments purchased (\geq 1-0 lakh) during the current year	1	2*	SPPU and Management	3
Value of the equipment purchased during the year (Rs. in Lakhs)	25.91	17.61	SPPU and Management	43.52
Others	-	-	-	-

* RISO Digital Duplicator Machine: Rs. 149249/-

* Tata 40 Seater Bus: 16,12697/-

4.2 Computerization of administration and library

1) Computerisation of Administration:

- The Institute has computerised accounts, academic and general administration activities like admission, scholarships, salary of the staff members, etc. Information and details about academic programmes, announcement about admissions and list of selected candidates are published on website. Application for admission are received online. Academic calendar, time-table announcements are also published online.
- The institute has computerised its finance management systems. Tally 9.2 single user software is being used for maintaining its accounts in a systematic manner.

2) Computerisation of Library:

The library services are being computerized. The library has installed new software, SLIM for total computerisation. Library users are able to search for books, journals and articles author wise, title wise and topic wise. The lending service is being computerised with the help of SLIM. Barcoding of the books is being undertaken. In two years time, the entire library services shall be computerised with SLIM. There is also media collection in the library. Printing and photocopying facilities are provided in the library. There is UGC sponsored INFILIBNET online services available for the students and the faculty members providing access to online journals and e-books.

- Two of Library Staff Members, Mr. Kiran Gite (Library Asst.) and Mr. Jivan Balid participated in Two days State Level Quality Improvement Programme on “Soft Skills” organized by Cummins College of Engineering for Women, Pune on 08th to 09th December 2014.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value (Rs.)	No.	Value (Rs.)	No.	Value (Rs.)
Text Books	9746	6,12,664.38	898	1,97,685	10644	8,10,349.38
Reference Books						
e-Books*	90000+	5000	6000	5000	96000+	5000
Journals	-	-	17	18560	17	18560
e-Journals*	6000+	5000	1000	5000	7000+	5000
Digital Database	NLIST	5000	NLIST	5000	NLIST	5000
CD & Video	185	3650	30	450	215	4100
Others (specify)**	1060	-	120	-	1180	-

* INFILIBNET-NLIST is UGC sponsored online resource

** Others includes Ph D and Master level Theses of students

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	24	1	Broad band (5 mbps)	18	1	6	1	-
Added	-	-	-	-	-	-	-	-
Total	24	1	Broad band (5 mbps)	18	1	6	1	-

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

Yes, faculty, staff and students are being trained and facilitated update and upgrade their skills to cope up with the upgraded technology. Whenever new systems or technology is upgraded staff members are trained by expert professionals on its application and uses. Those who are trained in SPSS / EXEL also encourage other staff to update their knowledge.

4.6 Amount spent on maintenance in lakhs:

i) ICT	1.51018
ii) Campus Infrastructure and facilities	8.18508
iii) Equipments	.44743
iv) Others	3.728
Total:	13.87069

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

At the beginning of the academic year students are given detail orientation about educational programme, government scholarships, facilities such as Hostel, Canteen, library, Job Placement, mentorship, career counselling, internal and mandatory committees, their objectives and role, etc.

5.2 Efforts made by the institution for tracking the progression

The Institute through its alumni network, personal contacts of faculty has endeavoured to create data bank of their progression and current status during Golden Jubilee Year (2011). Data bank has been updated every year. Placement records are maintained and updated after receiving information from students.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
122	210	--	--

(b) No. of students outside the state

32

(c) No. of international students

0

Men	Nos	%	Women	Nos	%
	248	74.69		84	25.30

(Total students includes students of University affiliated Programmes and Institute level Prog.)

<i>Last Year (2013-14)</i>						<i>Courses of Study</i>	<i>This Year (2014-15)</i>					
<i>General</i>	<i>SC</i>	<i>ST</i>	<i>OBC</i>	<i>Divyang</i>	<i>Total</i>		<i>General</i>	<i>SC</i>	<i>ST</i>	<i>OBC</i>	<i>Divyang</i>	<i>Total</i>
58	56	22	39	2	177	MSW	93	47	12	46	1	199
4	5	--	1	-	10	MAMR	7	2	-	2	-	11
11	8	8	2	1	30	DDM	10	5	4	11	-	30
--	--	--	--	--	--	CBC	5	5	4	5	--	19
--	--	--	--	--	--	HR	7	3	-	10	--	20
--	--	--	--	--	--	NGO	6	3	2	3	1	15
						SFDM	24	8	-	6	-	38

Demand ratio 1:2

Dropout % 0.03

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

The Placement Cell provides guidance and coaching for NET/SET/ MPSC and other competitive examinations. The Institute organizes special sessions providing information about various competitive exams. There is a separate section in the Library for books and literature for competitive exams. The Institute also facilitates the process of seeking admissions for higher education or job abroad by providing student's transcripts and other required support.

No. of students beneficiaries 34

5.5 No. of students qualified in these examinations:

NET		SET/SLET	3	GATE		CAT	
IAS/IPS etc		State PSC		UPSC		Others	

5.6 Details of student counselling and career guidance

The Institute has a career guidance and placement cell. It arranged career guidance activities for the students, such as, preparation of students' for job placement, printing of placement brochure, arranging sessions on how to prepare resume and appear for interview, arranging counselling sessions informing students about various career options available in Social Work, arranging for campus recruitment by inviting prospective companies and organizations to the Institute, etc. The cell also organizes special guidance sessions under the students' welfare scheme of the University for the first year students for skill and competence building. Special personality development programme for girl students of the Institute is another scheme implemented by the institute to improve their personality suitable for job placement after the studies.

No. of students benefited 88

5.7 Details of campus placement: (*Placements of MSW students*)

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
05	40	18	25

5.8 Details of gender sensitization programmes

- During the general orientation programme students in July 2014, sessions were organised by the students' welfare officer regarding gender sensitization and prevention of sexual harassment or any discrimination based on gender.
- The Institute organized one day Workshop on Girls Personality Development on 21st March 2015 under the scheme of Students Welfare office. During this programme, apart from career guidance, girl students were made aware of their rights for equal opportunity, participation, rights against discrimination and protection from exploitation and violence. They were made aware of the various measures provided by the Institute and the University to protect their rights.
- The institute has constituted an internal complaint committee to prevent sexual harassment of women at the workplace. The names of the committee members with the contact details are displayed on the campus at the prominent places.

5.9 Students Activities

5.9.1. No. of students participated in Sports, Games and other events *includes research, case study etc.*

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

* Students Participation in Academic Conferences and Sports.

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support:

	Number of students	Amount in Rs.
Financial support from institution	01	3500
Financial support from government	110	15,50,971
Financial support from other sources (Minority Scholarships by Govt. credited directly to students accounts)	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Conference: State / University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

There were no major grievances of students during reporting year. However minor grievances addressed during the reporting year were related to classroom attendance, field work absence and time-table.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

- 1) Vision:** “Not things, but men; I dare you; Ye shall know the truth”
- 2) Mission:** “To provide equal opportunities of quality education for creating responsible citizenship, effective leadership and well-informed personnel to undertake responsibilities in the fields of community development and participate in the process of nation building”

6.2 Does the Institution has a management Information System

Yes.

The Institute has the MIS to manage information on academic and administrative aspects of the institution. The Institute maintains a website and information for the students, parents and other stakeholders is regularly updated there. Yearly academic calendar is uploaded on the website. Biometric system is installed for the record of staff member’s attendance, leave, etc.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

- The Institute offered University level and Institute level programmes to cater to the needs of the society.
- The curriculum of the University Programmes is designed and revised by the University. The curriculum is revised after every five years. The faculty members actively participated in the syllabus revision meetings and workshops and provided valuable suggestions for improving the curriculum based on the feedback obtained from stakeholders and the trends in social work profession and practice.
- Based on the changing need of the society the syllabus of the Institute level Programmes is also updated on periodic basis.
- The Institute developed ‘Value Addition Programme’ based on the expectations of the students and the civil society organisations. They were offered to the students over and above prescribed syllabus to improve their employability.

6.3.2 Teaching and Learning

- Considering the interdisciplinary nature of the courses and the background of the learners the methods of training are participatory and learner-focused. The teaching methods involve classroom teaching, field work experience, group discussions, case studies, role plays, and self-learning assignments.
- Teaching is organised in such a way that students learn as much about social work profession as getting to oneself and become sensitive to social realities. Throughout the teaching programme, opportunities are provided to expand the understanding of self and society. Regular and one to one interaction with faculty members is an important feature of training at CSRD.
- Faculty members are continuously adopting innovative teaching and learning methodology. This includes working field assignments, research methodology and skills workshop, field based presentation, research/action research in the field, training, etc.

6.3.3 Examination and Evaluation

- The institute conducts examination as per university rules and norms. As per the University's Circular No. 125 the Institute is conducting University examination. All tasks for conducting exam are carried out confidentially by permanent staff. The examination officer oversees the work of evaluation. Internal assignments are evaluated by the subject teacher and students are given individualised feedback for improvement. The criteria's for internal assessment are classroom participation, presentations, assignments, projects, case studies, field based assignments and internal examination.
- The Institute has appointed 'College Examination Officer' for the smooth execution of the examination. University has taken many quality improvement initiatives like decentralisation of 'Central Assessment Programme (CAP)', appointment of inspection squad for ensuring examination discipline and appointment of external observer and senior supervisor. Student can apply for photocopy of the answer sheet from University. Further, a student can apply for revaluation of paper to the University. This ensures transparency in the system.

6.3.4 Research and Development

Identification of the emerging areas for research and continue to undertake Govt, NGO's and CSR projects as per Research Cell plans.

The Institute strongly believe that research is complementary to teaching-learning and therefore focuses on it.

- **Ph. D Research Centre:** Institute has been an approved Research Centre under faculty of Mental, Moral and Social Sciences of Savitribai Phule Pune University and has applied for the renewal of recognition. The Institute has two approved Ph.D guides
- **Research Projects:** The Institute undertook research projects based on the need of the society and involved faculty members and students in the same. The faculty members were encouraged to undertake major and minor research projects of UGC and ICSSR. The Institute undertook two major research projects and two minor research projects during the reporting year. Another proposal for a major research project is submitted to ICSSR. Further, research dissertation were part of the curriculum at masters' level and faculty members provided guidance to the students regarding the same. The Institute appointed Academic and Research Co-ordinator to facilitate the research activities of the faculty members and the students. The students were also encouraged to participate in research competitions, 'Avishkar' organised by the University.
- **Institute's Research Publications:** The Institute published a Research Journal by name 'New Horizons in University Education – A Journal of Development and Social Justice'.
- **Research Conferences and Workshops:** The Institute organized conferences and workshops on research for faculty members and students. The Institute organised 4th International Conference on "Promoting Social Justice and Empowerment: Addressing Local and Global Challenges" on 19th to 21st March 2015. The Institute encouraged the faculty members and students to present and publish research papers in various conferences and journals.
- **Research Grant:** The institute obtained research grants from state level and national level agencies.
- **Infrastructure:** The Institute provided necessary infrastructure and learning resources including ICT for research. The library has e-resources for research.
- **Research Assistance:** Institute has appointed an academic research coordinator to assist and help the faculty members and students in their research projects.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- **Library:** The Institute has a library and is spread over the area 1258 sq. ft. The set up consist of circulation counter and stacking area, newspaper section, research and reference, librarian's office, journal and periodical section, and separate reading section. The library is equipped with SLIM software for managing all the library services, such as browsing, lending and stack management. The library has collaborative arrangements with other libraries like IMS library and Ahmednagar College Main Library.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- **ICT:** The Institute has a well equipped computer lab. The Institute has 24 computers and all are connected in network and have 4 mbps broadband internet facility. The classrooms and seminar halls are equipped with LCD projectors with computers.
- **Physical Infrastructure:** The Institute has adequate physical infrastructure spread across 3.62 acres of land which is shared with its sister organization. The Institute has adequate infrastructural facilities for academic, co-curricular & extra- curricular activities. The Institute is housed in a four-storied building accommodating classrooms, Tutorial rooms, seminar halls, computer labs, Learning Resource Centre (Library), Administrative Office, Staff Rooms, rest rooms etc. The Institute has separate girls' and boys' hostel, canteen, sport facility and vehicle parking facility. The Institute has wind solar backup for continuous electricity power supply.

6.3.6 Human Resource Management

The vision of the Institute is 'Not Things But Men'. The Institute considers 'people' as its asset and undertakes many initiatives for their development.

- The Institute encourages faculty and staff members to participate in Faculty / Staff Development Programmes, Seminars, Workshops and Conferences.
- The Institute encourages faculty members to do research and write research papers. The faculty members are motivated to present or publish their research paper in various national/international conferences/journals. The Institute sponsors the participation of faculty members in such Programmes.
- The Institute facilitates all the government prescribed allowances under the 6th pay commission such as, leave provisions, salaries, increments, and incentives, such as provident fund, gratuity and health insurance to all the staff members.
- The Govt. Of Maharashtra vide its resolution approved pension for the Retired Faculty and Staff of this Institute. The Institute facilitated prepared and forwarded the pension cases of retired Staff and Faculty members to Govt. Of Maharashtra.
- The Institute provides access to computer and internet free of charge to staff.
- Loan facility to its staff through B.P.H.E. Credit Cooperative society is available.
- Accommodation to the faculty members who request for the same in the campus is provided.
- The job description for every staff is developed to increase the work efficiency and clarity of tasks to perform. Teaching faculty are preparing teaching plan in advance. Teaching, Non –Teaching and Research Cell staff members were motivated to attend seminars, workshops and present papers.

6.3.7 Faculty and Staff recruitment

Faculty and staff members are recruited following proper selection procedure laid down by University and the norms given by Department of Social Welfare, Govt. of Maharashtra. The contractual and temporary recruitment are done as per the policies of BPHE Society.

6.3.8 Industry Interaction / Collaboration

- The Institute has established a network with non-governmental, voluntary and grassroots level civil society organisations including industries at the local, state and national level, which facilitate the exposure of students to social work practice in the field, field based orientation, concurrent and block field work placement.
- The Institute has initiated projects and research activities in collaboration with national and international organization.
- The Institute has tie-ups with the industries as knowledge partner for field work placement.
- The students and faculty members are engaged in collaborative projects under the Corporate Social Responsibility initiatives of local industries like Crompton Greaves, L&T and Kirloskar.
- Human Resource managers from Industries have been invited for Guest Lectures, Seminars, Workshops, Conferences etc. Further, industrial visits are also organised for students.

6.3.9 Admission of Students

- The government and the University norms regarding the admission of various categories of the population are strictly followed. The students are selected on the basis merit of admission test specially designed for selection of students. The admission test consists of written test, group discussion and personal interview.
- Website, Radio, Newspapers, Magazines, Banner, Handbills, etc. have been used for promotion of various courses of the Institute.
- Orientation and special coaching regarding entrance test is conducted by the Institute for the minority, Scheduled caste and Scheduled tribe students to ensure equal opportunity for the marginalised sections of the society in the programmes of the Institute.
- Separate office for admission is maintained to provide guidance and information to new aspirants for admission. The prospective students are given orientation regarding various courses of the Institute and are facilitated to fill up the online application forms for admission to various courses of the Institute.
- Hostel facility is provided to the students at the time of admission.
- The Institute provides Financial Assistance to Students like instalment facility, government scholarships, earn and learn scheme, support in getting educational loan from banks etc.

6.4 Welfare schemes for

Teaching	Pension, Provident Fund, Gratuity, Loan Facility through Credit Co-operative Society, Reimbursement of health expenses, Group Insurance, First Aid and Call on Doctor.
Non Teaching	Uniform, Provident Fund, Gratuity, Loan Facility through Credit Co-operative Society, Reimbursement of health expenses Earned Leave, Group Insurance, First Aid and Call on Doctor.
Students	Separate Common Rooms for Day Scholars students, Group Insurance, Scholarships, Installment Facility for paying fees, Earn and Learn Scheme, Train and Bus concession for Non-residential students, Concession for home travel for during holidays, Recreational and Sports facility, Canteen and dining , Hostel, First Aid, Regular medical check up, Call on Doctor, Security.

6.5 Total corpus fund generated

-

6.6 Whether annual financial audit has been done

Yes

✓

No

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

Audit Type	External		Internal	
	Yes/No	Agency		Yes/No
Academic	Yes	Social Welfare Department	Academic	Yes
Administrative	Yes	Social Welfare Department	Administrative	Yes

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes

Yes

NA

No

For PG Programmes

Yes

NA

No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

As per the circular no. 125, the University has transferred University's examination work to the Institute. The Institute conducts examination by following guidelines of the University. For the smooth conduct of examination the Institute has prepared examination manual.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

The University has promoted autonomy in the affiliated colleges in various ways. The Institute has obtained autonomy in terms of setting question papers and conducting examination under the rule that the course conducted by the Institute is offered to less than 4 affiliated institutions of the University.

6.11 Activities and support from the Alumni Association

- The Alumni association extends support to the Institute with suggestions on curriculum, improving the teaching learning environment, field work and placement of student's etc.
- Alumni Meet is organized every year which gives an opportunity to alumni to interact with faculty, students and other alumni. The association conducts alumni meetings on regular basis. The association also maintains database of alumni and updates it on regular basis. The association obtains feedback from the alumni and gives opportunity for alumni to participate in the quality improvement.
- The Institute involves alumni in various academic, co-curricular, extra-curricular and extension activities for the benefit of students, such as concurrent, block and job placements. Alumni are very helpful for organizing study tour to different parts of the country. Alumni are invited as guests of honour for various functions of the Institute such as welcome day, farewell day, Institute Day, women's day, social work day, etc.

6.12 Activities and support from the Parent – Teacher Association

Parents Teachers Association helps to build a positive relationship amongst the parents and institution for overall quality enhancement. Parents are invited and given briefing about the progress of their children.

6.13 Development programmes for support staff

The Institute encourages staff to take part in the Development Programmes. The Institute provides fees and duty leave for such participation. Two of Library Staff Members, Mr. Kiran Gite (Library Asst.) and Mr. Jivan Balid participated in Two days State Level Quality Improvement Programme on "Soft Skills" organized by Cummins College of Engineering for Women, Pune on 08th to 09th December 2014.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- Maintenance of 5 KW wind solar power back up system to keep the campus green.
- Efforts are made to make green and eco-friendly campus, carbon neutrality, waste management, manure and wormy-culture, tree plantation, and beautification.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

1. The short term value added courses offered at the Institute proved to be very effective for making the Institute more vibrant and engaging students in academic activities. The courses Certificate course on Counselling, Certificate in Human Rights, Certificate in NGO Management and Certificate in Short Film and Documentary Making are offered as evening or weekend courses. Students while doing their master's programme simultaneously take admission for short term courses and they get an opportunity to obtain additional knowledge skills and added value to their degree.
2. The Institute organizes International, National and State level conferences, seminars and workshops. These events provide opportunity for the faculty and students to get involved in planning, preparation and management process. Getting involved in organizing and working in a team has very positive impact for the both for the Institute and individuals. It is academically enriching experience and helps the participants to take responsibilities and strengthen their decision making as well as confidence.
3. The Institute collaborate with Govt. and local NGO's and work with them as knowledge partner. During the reporting year Institute organised consultation and networking with local NGOs for converging effective Drought Management practices. Faculty and students were actively engaged in development activities in collaboration with 54 development organisations, industries and communities. This creates great positive impact for students to understand the local realities, get connected with local context and obtain hands on experience of working with people. This also gives opportunity for students to relate the theoretical knowledge obtained in the classroom to field practice.
4. Knowledge sharing lecture jointly organized by CSRD and UNC School of Social Work (USA) by the live two-hour lecture with the help of video conferencing technology. The students of the Institute get an opportunity to virtually get connected and interact with students from another continent. The discussion held post session helps participants to understand the global context and intervention strategies operating in the similar context.
5. Installation of new software, 'SLIM' in the library which facilitated total automation of the library services. The software in library increases the users accessibility to the available resources, it is time saving and also helps the library staff to assist users. It has very positive impact as students and faculty finds the system user friendly.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

1. Started short term certificate courses on Human Rights (20 students), Certificate Course in Counselling (19) and Certificate course in NGO management(15); MAMR & DDM were continued
2. Organised 4th international conference on "Promoting Social Justice and Empowerment: Addressing Local & Global Challenges" on 19th to 21st March 2015
3. State level Seminar on Human Rights and Social Exclusion 15th - 16th January 2015
4. Skill development workshops for the students on Short Film making & Documentary making, Language Lab Workshop and workshop on spreading awareness regarding Multiple Sclerosis
5. Consultation on Drought Management for officers & social work practitioners from GOs, NGOs & Villages on 3.1.2014
6. Faculty development workshop on Field work supervision on 19th & 28th Aug. 2014
7. Extensive rural / urban community development programmes in 54 development organisations, industries and communities through field work extension

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

9. Vasundhara Watershed Training Programme in Ghogargon & Ruikhed villages of Shrigonda block, Ahmednagar
10. Child Guidance and Counselling Centre at Anand Sadan, the urban extension project
11. Completed the Study on Coping with Drought and the Paradhi Development Plan
12. Continued the major research projects sponsored by UGC and the ICSSR
13. Earn and learn scheme (69 students), personality development scheme for girl students (21.3.2015), career guidance and job placement programme and the special guidance schemes (14 sessions) and NSS extension programmes
14. Knowledge sharing session from USA through video conferencing on 28.9.2014

7.3 Give two Best Practices of the institution

1. Knowledge sharing lecture jointly organized by CSRD and UNC School of Social Work (USA) by the live two-hour lecture with the help of video conferencing technology. The students of the Institute get an opportunity to virtually get connected and interact with students from another continent. The discussion held post session helps participants to understand the global context and intervention strategies operating in the similar context.
2. The Institute collaborate with Govt. and local NGO's and work with them as knowledge partner. During the reporting year Institute organised consultation and networking with local NGOS for converging effective Drought Management practices. Faculty and students were actively engaged in development activities in collaboration with 54 development organisations, industries and communities. The structure of the field work is such that students spend two days and staying overnight in the communities. It helps the students to understand the local realities, get connected with local context and obtain hands on experience of working with people. This also gives opportunity for students to relate the theoretical knowledge obtained in the classroom to field practice.

7.4 Contribution to environmental awareness / protection

- 1) The Institute has installed wind solar power generation system and make use of green energy. This unit is presented as a model for educating people and creating awareness about environmental protection by using solar and wind energy.
- 2) The campus of the Institute is full of trees, plants and vegetation demonstrating model of bio-diversity in the educational campus. The students, faculty and visitors in the campus are given messages of caring and protecting bio-diversity.
- 3) The students volunteers of NSS Unit are maintaining vermin composting, herbal garden and tree plantation in the campus. Students are creating awareness and educating people for environment protection during their field work.

7.5 Whether environmental audit was conducted? Yes ☒ No ☐

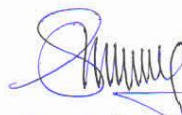
7.6 Any other relevant information the institution wishes to add: **Nil**

8. Plans of institution for next year

- Continuation of all the value added short term courses and start a new need based, job oriented short term course on 'Short Film and Documentary Making'.
- Continue the conduct of international conference on Spirituality and Social Work.
- Organise National level seminar for knowledge sharing by students.
- Continue skill building workshops for students such as language labs, puppet making workshop, and micro planning.
- Continue networking and collaborative consultation for local NGOS for community level initiatives towards sustainable development.
- Expansion and extension of village outreach programmes through field work and NSS.
- Partnering with legislators for the implementation of Sansad Adarsh Gram Yojana.
- Continue extension and consultation projects of Vasundhara Watershed Training Project and Child Guidance and Counselling Centre at Anand Sadan.
- Continue the implementation of the major research projects of UGC.
- Organise faculty development programme like writers' workshop with international cooperation.
- Continue students welfare programmes like earn and learn scheme, girl students' personality development programmes, special guidance lectures, career guidance and job placement and special assistance to SC/ST's/Minority Students.
- Establish new international collaboration with Collorado State University, USA
- Continue international knowledge sharing sessions with University of North Carolina, Chapel Hills, USA
- Renovation of Golden Jubilee Hall as Sound Proof A/c Seminar Hall with audio-visual and recording equipments.



Name: Dr. Jaimon Varghese
Signature of the Coordinator, IQAC



Name: Dr. Suresh Pathare
Signature of the Chairperson, IQAC