

**Internal Quality Assurance Cell (IQAC)
and Submission of Annual Quality Assurance
Report (AQAR) in Accredited Institutions**
(Revised in October 2013)



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

1. Details of the Institution

1.1 Name of the Institution	School of Social Work
1.2 Address Line 1	School of Social Work, P.B. No.-521
Address Line 2	Roshni Nilaya
City/Town	Mangalore
State	Karnataka
Pin Code	575 002
Institution e-mail address	sswroshni@gmail.com
Contact Nos.	0824-2435791
Name of the Head of the Institution:	Dr Sophia N. Fernandes
Tel. No. with STD Code:	0824-2435791
Mobile:	+91 9448943028

Name of the IQAC Co-ordinator: Prof Joselyn T. Lobo

Mobile: +91 9448488721

IQAC e-mail address: iqac.ssw@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879) KACOGN11477

1.4 NAAC Executive Committee No. & Date: EC/54/RAR/009 dated- 08-01-2011
(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)

1.5 Website address: www.sswroshni.in

Web-link of the AQAR: http://www.sswroshni.in

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	A	88.30	2004	2009
2	2 nd Cycle	A	3.42	2011	2016
3	3 rd Cycle	A	3.16	2016	2021
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY 18-01-2005

1.8 AQAR for the year (for example 2010-11) 2016-17

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR 2011-12 submitted to NAAC on 14-08-2012 (DD/MM/YYYY)
- ii. AQAR 2012-13 submitted to NAAC on 17-09-2013 (DD/MM/YYYY)
- iii. AQAR 2013-14 submitted to NAAC on 30-07-2014 (DD/MM/YYYY)
- iv. AQAR 2014-15 submitted to NAAC on 03-08-2015 (DD/MM/YYYY)
- v. AQAR 2015-16 submitted to NAAC on 02-08-2016 (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

(eg. AICTE, BCI, MCI, PCI, NCI)

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

1.12 Name of the Affiliating University (for the Colleges)

Mangalore University

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

Autonomy by State/Central Govt. / University

UGC

University with Potential for Excellence	<input type="text"/>	UGC-CPE	<input type="text" value="√"/>
DST Star Scheme	<input type="text"/>	UGC-CE	<input type="text"/>
UGC-Special Assistance Programme	<input type="text"/>	DST-FIST	<input type="text"/>
UGC-Innovative PG programmes	<input type="text"/>	Any other (<i>Specify</i>)	<input type="text"/>
UGC-COP Programmes	<input type="text" value="√"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="06"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="03"/>
2.3 No. of students	<input type="text" value="02"/>
2.4 No. of Management representatives	<input type="text" value="02"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="01"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="01"/>
2.8 No. of other External Experts	<input type="text" value="01"/>
2.9 Total No. of members	<input type="text" value="17"/>
2.10 No. of IQAC meetings held	<input type="text" value="02"/>

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

Rs. 3,00,000/- (for 5 Years)

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

- Social Entrepreneurship and Innovation-Youth Change Makers the New Norm.
- Integration of Human rights Based approach In Health Care
- H R Disruption – Explore , Evolve Energise
- Changing Literary Trends and Perspectives

2.14 Significant Activities and contributions made by IQAC

- Seminars organized in Collaboration with St. Agnes Autonomous College.
- Collection, collation and documentation of various activities, programmes and processes.
- Institutional Social Responsibility activities strengthened –With Extension Activities

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 of the year *

Plan of Action	Achievements
<ul style="list-style-type: none"> • Admission process reviewed and modified to enable a better selection. • Meeting between Management, Faculty, Student Welfare Officer and Student Council Members • Orientation to new entrants – Faculty and Students • Encourage students to present papers in National and International Conferences • New MOU with Belgium 	<ul style="list-style-type: none"> • Planned admission Process - conducted for the Masters of Social Work • P.G Diploma course in Human Rights Education Programme in Collaboration with University of Teacher Education, Switzerland and conducted two International Conference which enhances the perspective of the student • International conference on Human rights Education was organised • On going meetings between stakeholders • Faculty and students are involved in Mini, Minor and Major Research Projects • Post graduate Students have been involved during the summer vacation in Data Entry.

	<ul style="list-style-type: none"> Undergraduate and Postgraduate students have presented papers in both National and International Conferences.
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2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate IQAC others

Provide the details of the action taken

- Increased number of Faculty members attended National and International Conferences.
- More Faculty members are engaged in Minor and Major Research Projects.
- Students encouraged to enhance knowledge through film making, initiating service organization, peer group interactive learning, they are involved in minor surveys and field study and field visits. .
- Students are involved in social issues which helps them to grow personally and professionally, imbining them the values that are necessary to make them sensitive and responsible Professionals
- Post graduate Diploma in Human Rights Education in collaboration with University of Lucerne continued
- Fieldwork by students of Norway and Belgium is supervised by faculty members
- Students Guidance and Counselling is ongoing with the help of Internal faculty members and professionals from outside when required.

Part – B

Criterion – I

1. 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	01	00	00	00
PG	03	00	02	00

UG	02	00	00	00
B.Voc	01	00	00	01
PG Diploma by Statutory Authority	01	00	01	01
PG Diploma	02	01	03	02
Diploma	02	00	02	02
Certificate	05	00	05	05
Total	17	01	13	11
Interdisciplinary	03	00	00	00

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	05

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

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

NO-As it was done the year before, changes will be done in near future

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

- Bachelor in Vocational Course (B.Voc. in Early Child Development and B.Voc. in Child Protection and a one year Diploma in Geriatric Care).

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
33	03 (UGC)	09(UGC)	--	21(Management)

2.2 No. of permanent faculty with Ph.D.

08

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
--	--	--	--	--	--	01(Management)	--	0	--

2.4 No. of Guest and Visiting faculty and Temporary faculty

10

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level	Local
Attended	19	29	19	--
Presented papers	10	21	--	--
Resource Persons	11	06	34	09

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

- Participatory Teaching methodologies to enhance learning.
- Regular Training programmes to help translate theory into practice.
- Peer teaching and Group-assisted learning continued.
- MoU with Tata Institute of Social Sciences -B.Voc
- Twinning programmes continued.
- Inter-departmental programmes are conducted.
- Workshops and Sessions by Reputed Professionals from Institute of National and International Importance

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

209 (UG)
202 (PG)

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Bar Coding, Water Mark, Candidate's photo and Name of parents in marks card,

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

30

2.10 Average percentage of attendance of students

85%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Total no. of students Passed	Division								
			Distinction %		I %		II %		III %		Overall %
B.A (2014 – 17 Batch)	43	34	13	30.23%	19	44.18%	2	4.65%	-	-	79.07%
B.S.W (2014 – 17 Batch)	29	27	9	31.03%	12	41.37%	05	17.24%	01	3.4%	93.10%
M.S.W (2015-2017Batch)	57	56	30	52.63%	25	43.85%	01	1.75%	--	--	98.25%
M.Sc.Counselling (2015 - 2017Batch)	14	12	09	64.28%	03	21.42%	--	--	--	--	85.71%
M.Sc. Criminology and Forensic Science (2015 - 2017 Batch)	07	07	04	57.14%	03	42.85%	--	--	--	--	100%

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

- Feedback from Parents, Alumni and students
- National and International conferences organised

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC – Faculty Improvement Programme	02
HRD programmes	NIL
Orientation programmes	04
Faculty exchange programme	NIL
Staff training conducted by the university	02
Staff training conducted by other institutions	03
Summer / Winter schools, Workshops, etc.	18
Others (Faculty Improvement Programme Conducted by the College)	04

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 (Management)
Administrative Staff	03	14	NIL	18
Technical Staff	NIL	NIL	NIL	01

Criterion – III

3. Research, Consultancy and Extension

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

- Up gradation of the Lab to facilitate a culture of research among the faculty members and students.
- Minor and a Major research projects.
- Minor research projects are taken up by faculty
- Collaborative research projects with national and international organizations initiated.
- International academic exposure to students.
- Faculty are members of research bodies and organizations.
- Faculty members on the Board of Ethics committee of Medical College

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	A Major Research by Dr Rameela Shekhar. Project entitled “An Intervention Study on the Efficacy of Counselling Skill Training to College Teachers of Mangalore Taluka” where Rs.5,34,400/- has been sanctioned . This project is now ongoing			
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Received	Submitted
Number	02				--
Outlay in Rs. Lakhs	Rs.1,18,500/-(Internet Problems Users Project-Rs.31,500/- and Socio-Economical Bilingual Project-Rs.87000/-two minor projects)				

3.4 Details on research publications

	International	National	Others
Peer Review Journals	--	02	--
Non-Peer Review Journals	--	02	--
e-Journals	--	01	--
Conference proceedings	01	01	--
Books,Chapters, Newsletters &Handouts	--	04	03

3.5 Details on Impact factor of publications:

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	Received
Major projects	03	UGC	Rs.5,34,400/-	Rs.5,34,400/-
Minor Projects	01	UGC	Rs.14,070/-	Rs.14,070/-
	02	UGC	Rs1,93,000/-	Rs.1,25,000/-
Interdisciplinary Projects	--	--	--	--
Industry sponsored	--	--	--	--
Projects sponsored by the University/ College	--	--	--	--
Students research projects <i>(other than compulsory by the University)</i>	01	Awaiting International Funds	Rs.60,000/-	Rs.60,000/-
Any other(Specify)	01	UGC -GDA	Rs1,81,000/-	Rs1,81,000/-
Total			Rs.9,82,470 /-	Rs.9,14,470/-

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

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

3.9 For colleges

Autonomy CPE DBT Star Scheme
 INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	01	03	--	--	06
Sponsoring agencies	State Human Rights Commission and Corporate Sectors	UGC			UGC- CPE

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 2016-17

International	National	State	University	Dist	College
Co - Investigators in International Research	Examiners for M.Phil and Ph.D		Recognised as research guides from Mangalore University	Institutional Ethics Committee of three Medical Colleges.	

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

02

12

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)

JRF

01

SRF

NIL

Project Fellows

01

Any other

03

3.21 No. of students Participated in NSS events:

University level

74

State level

43

National level

01

others

118

3.22 No. of students participated in NCC events:

University level

--

State level

--

National level

--

International level

--

3.23 No. of Awards won in NSS:

University level

--

State level

--

National level

--

International level

--

3.24 No. of Awards won in NCC:

University level State level
 National level International level

3.25 No. of Extension activities organized

University forum College forum
 NCC NSS Any other

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

Extension Activities	Institutional Social Responsibility
<ul style="list-style-type: none"> • Health and Mental Health Awareness 	<ul style="list-style-type: none"> • Personality development programme for school and college students • Effective Parenting for parents of both School and College Students • Leadership Training for Students • Empowering Girls students • Life skills training programmes for students. • Environmental Consciousness for Students • Annual Maria Paiva Couceiro Memorial Lectures
<ul style="list-style-type: none"> • Family Service Agency & Family Counselling Centre 	
<ul style="list-style-type: none"> • Aganwadi Training at Navajeevanmarg 	
<ul style="list-style-type: none"> • Geriatric Care at Vishwas care for the Elderly 	
<ul style="list-style-type: none"> • Waste Management Activities 	
<ul style="list-style-type: none"> • Community Awareness Programme 	

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities: **Copy Attached**

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	Copy Attached- (ANNEXURE- II)			
Class rooms				
Laboratories				
Seminar Halls				
No. of important equipments purchased (≥ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

Biometric system introduced in the library
Computerized the Administration and Examination systems

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	33,653	37,61,750	242	1,13,561	33895	38,75,311
Reference Books	2138	13,86,102	31	41,453	2169	14,27,555
e-Books	108	6,930	02	220	110	7,150
Journals	106	1,65,447	02	4200	106	1,65,447
e-Journals	15	45,237	-	-	-	45,237
Digital Database	-	-	-	-	-	-
CD & Video	160	11,004	01	100	161	11,104
Others (specify)	N-List	ACCESS	E-Journals	-	E-Books	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	150	64	05	15	01	19	UG- 12 PG -10	28
Added	01	--	--	--	--	--	01	--
Total	151	64	05	11	01	19	23	28

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

- Up gradation of faculty Computers and Internet
- WIFI enabled Library
- E-journals available in the Library.

4.6 Amount spent on maintenance in lakhs :

i) ICT	4,51,519/-
ii) Campus Infrastructure facilities and Books	1,16,118/-
iii) Equipments	3,88,795/-
iv) Others	1,38,420/-
Total :	10,94,852/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Annual Reflection for B.A/B.S.W students was held from 15th to 16th July 2016.
- A Two day unique Orientation Programme for fresher's of B.A/B.S.W was held on 7th and 8th July, 2016.
- Tie up with mental health professional for therapeutic intervention to meet the needs of students in an emergency.
- Students avail of scholarships initiated by the College as well as State/Central Governments and NGOs.
- Faculty and alumni initiated scholarships.
- Life Skills and Soft skills training is a part of the regular training programmes.
- Women students are given orientation on safety issues.
- Communicative English and Language Lab to enhance English Language Skills among students who have difficulty in English language..
- Fora activities develop students hidden capacities to be brought out.
 - Wellness / Fitness hours are being continued
 - Career Guidance and counselling for students and family members.
 - IQAC Liaison with Alumni for Scholarship.
 - Advanced learners encouraged to present papers at National and International Conferences.
 - Alumni as Resource Persons to bridge the gap between the theory and practice.
 - International conferences organised where resource persons to give the International Perspectives.

5.2 Efforts made by the institution for tracking the progression

- Alumni get together in Mangalore and Dubai, Bangalore Chapter
- Regular meetings with the Alumni.
- Alumni as Guest Lecturers.
- Liason with Corporate, NGOs, and various International Universities and Organisations.
- Liaisoning with Organisations that facilitate visits and learning – Post office, Banks, Hospitals, Corporate Sectors, National and International organisation.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
224	166	16	74

(b) No. of students outside the state

--

(c) No. of international students

Men	No	%	Women	No	%
	118	28.50%		296	71.49%

This Year(2015-16) UG&PG						This Year(2016-17) UG&PG					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
90	07	05	287	02	391	295	12	07	98	02	414

Demand ratio 272:162

Dropout 3.6%

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

- Attempting Competitive Examinations is encouraged
- Providing career counselling through Career Guidance Programmes.
- Workshop on Interview Preparedness.
- Ongoing training through Workshops
- Visits to Institutions of national importance
- Hands on Training in Social Work and Other subjects
- Regular Workshops by Experts

160

No. of students beneficiaries

5.5 No. of students qualified in these examinations

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

- At least 70% of the students attempt NET and SLET and they are able to successfully**
- Complete it. Students are also attempting the IAS and UPSC Exams.**

5.6 Details of student counselling and career guidance

- SPARSH Counselling Centre within the campus caters to students, families and community.
- Family Counselling Centre also in the campus caters to Complex Psychological issues.
- Liaison with Mental Health Professionals for Therapeutic Interventions.
- Ongoing Career Counselling and Guidance.
- Awareness about current and challenging career opportunities to students through the Placement Cell and regular programmes
- Teachers are available to students to guide them with regard to academic and personal problems.
- One hour every week is marked as Mentoring Hour.

No. of students benefitted

140

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
73	94	10	69

5.8 Details of gender sensitization programmes

- Gender sensitization programmes conducted
- Gender Sensitization and Prevention of Sexual Abuse, Training programmes are conducted for Post graduate students who in turn train other students.
- Prevention of sexual abuse programmes in other schools and for parents are conducted by Social Work students.
- Alumni were invited to speak to the students

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level District level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level District level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	41	1,36,810/-
Financial support from government	51	3,47,882/-
Financial support from other sources	--	--
Number of students who received International/ National recognitions	--	--

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: 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

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION:

To be a Centre of Excellence in Education, Developing Personal and Professional Competencies to build a Just, Sustainable and Inclusive Society.

MISSION:

To Impart General and Professional Education Fostering Love of Learning, Integrity and Social Responsibility for Holistic Development.

6.2 Does the Institution have a management Information System

YES - Administration, Examinations and Library.

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

6.3.1 Curriculum Development

- B.Voc course in collaboration with Tata Institute of Social Sciences (TISS) has been initiated to help students to attain skill-based education.
- Add on courses for skill and knowledge enhancement of the students – Human Rights Education.
- Revision of Syllabus on the basis of recent trends and societal needs. Syllabus was discussed with the Alumni in this field
- Feedback from academic peers, alumni and experts in allied areas are used in the initiation, review and redesign of programmes.

6.3.2 Teaching and Learning

3

- Participatory Teaching methodologies used.
- Hands-on training to help translate theory into practice.
- Initiating peer teaching, group-assisted learning to build bond among the students as well as using the resources of students to help those who need help in learning.
- MoU with Tata Institute of Social Sciences, Mumbai for the project -B.Voc.
- Twinning programmes as several MoUs have been signed locally, nationally and internationally.
- Teachers involvement in continued academic progress and professional development.
- Alumni and Professionals Interaction with the Students.

6.3.4 Research and Development

- Research department has been upgraded to facilitate a culture of research among the faculty members and students.
- One Major research projects is has been sanctioned and is in progress
- Minor research projects are taken up by faculty which is supported by the college.
- Collaborative research projects with national and international organizations initiated.
- Visits to the college by international researchers – helped in dissemination of knowledge.
- Students are encouraged to involve themselves in international researches.
- Faculty are recognized and invited by national and international institutions and organizations as resource persons.
- Faculty are members of research bodies and organizations working on social issues.
- Faculty invited frequently to conduct innovative and unique orientation programmes, trainings and workshops for different sections of society, students, teachers, social workers, banking, health and industry personnel.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Student Information Sharing Board
- Joy of Reading Talk being organised by the Library Dept for the students
- Display of Articles, Information and programmes of the college in Newspapers
- Display of books list, titles of the books month wise
- Biometric attendance introduced in the library to enhance reading habit of the students.
- New Books purchased
- E-Journals for Students
- WI FI enabled internet connectivity in the Library.
- Award has been given to students for the usage of Library.
- Security of students assured with the installation of surveillance cameras in classrooms and common areas of the campus.
- ICT facilities in all departments.
- Laboratories and Classrooms upgraded
- Well established Criminology, Psychology, Secretarial Practice, Clinical Social Work

6.3.6 Human Resource Management

- Dialogue process between Management, faculty members and staff has been strengthened.
- Faculty and Non-Teaching Staff Development Programmes initiated
- Presentations at National and International Conferences are encouraged
- Faculty encouraged to be Resource Person

6.3.7 Faculty and Staff recruitment

- Faculty and Staff recruitment is done whenever required.
- NET and Ph.D Candidates are given preference

6.3.8 Industry Interaction / Collaboration

- Regular Visits to industry and organisation.
- Interaction Programmes with Industries and Organisation Personnel
- Faculty as members of the committees .
- Faculty invited as Resource Persons in Govt., Non-government & Corporate Organisations
- Personnel from the Govt., Non-government and Corporate Organisations are invited as Resource Persons.

6.3.9 Admission of Students

- A fair chance is given to every individual.
- Publicity through broadcasting in FM radio, newspapers, brochures and pamphlets, faculty briefing about the courses in appropriate forums.
- Information on the Website.
- Programmes conducted for PUC students on personality development at the college premises.
- Teachers visit to the local colleges.
- Referral by Alumni.
- Workshop for graduate students.
- Faculty visits to various colleges as resource persons.
- Word of mouth .
- Children of Alumni.
- Intercollegiate Programmes.
- Principal and senior faculty members form the Admission committee.
- Women Students and Students from the Marginalised Sections of the society are Encouraged
- Needy Students are given fee concessions
- SC, ST and Minority students are admitted
- Students from disadvantaged families helped by faculty
- Free Mid-day Meal Scheme
- Services provided with due diligence and confidentiality
- Written test, group discussion and panel interviews are a part of the process of admission to certain postgraduate programmes.
- Selection for the Add-on courses is based on the eligibility criteria of each course.
- Candidates for the doctoral programme are selected by the Parent University and assigned to designated guides

6.4 Welfare schemes

for staff and students

Teaching	Provident Fund(PF) , Employees State Insurance (ESI)
Non teaching	Provident Fund(PF) , Employees State Insurance (ESI)
Students	Fee Concession, Scholarship, Financial Assistance from College and other sources

6.5 Total corpus fund generated

NIL

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	Authority
Academic	No		Yes	Heads of Department/ Deans
Administrative	Yes	DCE office & Chartered Accountant	Yes	Senior Faculty/ Management

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

For UG Programmes Yes No

For PG Programmes Yes No

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

- Quick Announcement of Results
- Provision for Revaluation
- Tamper-proof Marks Cards with Bar-coding, Water-mark, Candidate's Photo, Names of both the parents.

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

- Already an Autonomous College as per the University Statutes and University has a supervisory role.
- Collaborative relationship with University
- University nominees attend Statutory Meetings
- Faculty members in different bodies of the University.
- Faculty members in the committees of University Conferences
- Faculty members are in the committees of University Organising Bodies

6.11 Activities and support from the Alumni Association

- Alumni Mangalore chapter conducts Regular meetings .
- Alumni are the Resource Persons for Conferences , Seminars and Classes.
- Annual get together of both Mangalore and Bangalore Chapter
- Maria Paiva Couceiro Memorial Lecture organised by Mangalore Chapter Annually.
- Student Scholarships initiated .
- Job Placements facilitated by the Alumni.

6.12 Activities and support from the Parent – Teacher Association

- Orientation Programmes are organised at the beginning of the academic year both Undergraduate and Post Graduate Courses.
- Parents Involvement in Personalise Ur Campus (PUC).
- Positive Rapport between Parents, Teachers and Management well established.

6.13 Development programmes for support staff

- Skill Development Programmes conducted
- Personal Guidance and Support given in times of need.
- Teams formed consisting of support staff and faculty which firms as a social support
- Involvement in different Committees.

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

- Green Audit completed and report discussed with the faculty members and students.
- The window panes of most of the buildings in the Campus are large that permit natural light and ventilation and electricity is used sparingly.
- Solar power is used in the library building, which has reduced the electricity consumption.
- Solar lights are installed on the path way to ensure as power conservation as well as safety. .
- Solar energy is one of the sources for lights, fans used in the Social Work block and library.
- Roof water is collected to prevent soil erosion and partially meet the water requirements.
- The green ambience of the College is largely due to tree plantation. Trees have covered nearly 2/3rd of the campus which maintains the healthy ecosystem.
- Saplings donated by Lions Club and Inner Wheel Club were planted by the students at the rear end of the Campus.
- Herbal garden with medicinal plants and its uses being specified and maintained.
- Plastic cups are not used on the campus.
- The waste is segregated in all the buildings.
- Sustainable development measures pertaining to bio-gas and rain water harvesting are being utilized in the campus.
- Environmental studies are made compulsory as a part of the Foundation Course of second semester B.A. programme.
- Environment awareness is given by the NSS and Nurture Nature Club of the College.
- Faculty members and students have been a part of many of the Social action programmes against ecological destruction

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.

- Regular formal and informal Alumni Interaction
- Participation of students in Community-oriented activities
- Students encouraged to be involved in social issues – Depression let's talk, waste Management

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

- Annual National Conferences– SPANDANA
- International Collaborative Research
- International Conference on Human Rights Education Organised
- Encouraged students to present paper in National and International Conferences
- Increased Number of Publications by Teachers and Phd Cadidates.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

- Social Responsibility towards Society/Neighborhood Community .
- Networking and collaborative research projects

**Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

Copy Attached – Annexure –III

7.4 Contribution to environmental awareness / protection

- Adopted Semi Urban places for zero waste Management Project.
- Environmental studies are made compulsory as a part of the Foundation Course of second semester B.A. programme.
- Environment awareness is given by the NSS and engaged in Swatcha Bharath Activities .
- To tap the green ideas of the young, theme-based competitions are conducted by various Fora.
- As a part of their Rural Development project, students plant herbal medicinal variety saplings, nurture the same and collect vital information too.
- Students conduct programmes on these issues in their field placement areas.
- Networking and collaborative research projects(copy attached annexure IV)

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

STRENGTHS:

- Pioneering Institution of Social Work education in Karnataka with over five decades of existence.
- Preference given in admission to students from disadvantaged groups.
- Enhances personal and professional development of students and faculty.
- Focuses on societal development by preparing a cadre of trained professionals to work in Community, Medical, Correctional and Corporate sectors.
- Participation of alumni, parents and community members in activities.
- Qualified, committed and experienced faculty whose expertise is recognized and sought, locally and nationally.
- The college culture imbibed by all is evidenced in our response to major natural calamities and disasters.
- Adelaide Centre for Research and Publication undertakes research projects for government, non-government, academic institutions as well as international organizations.
- Transparency in admission and evaluation.
- Multi Gym facility on the campus promotes physical fitness and well being.
- Practical training is imparted through well equipped laboratories: Psychology, Criminology and Forensic Science, Information Technology and Clinical Social Work.
- Modern, well built, spacious library with new books and journals.
- Eco-friendly, green campus.
- Regular and continuous extension activities relevant to societal needs.
- Language Lab enhances English learning skills.
- Short term Certificate, Diploma and Post Graduate Diploma Courses in the evenings as add-on courses for students and an opportunity for continuous learning by others.
- Faculty and students are actively involved in the outreach programmes such as organic farming, environmental and gender issues.
- Faculty is represented in academic, government, non-government and corporate bodies.
- Alumni hold prominent positions at the state, national and international levels.
- Optimum utilization of the available resources and participatory learning.
- International linkages with four countries for student exchange, fieldwork placement, seminars as well as research activities.

WEAKNESS:

- Freeze on recruitment of Teaching and Non-Teaching staff by the State Government is a financial constraint for the management.
- Mushrooming of private colleges with Social Work courses.
- Opening of more Government colleges in the vicinity with minimal fee structure has resulted in reduced student intake.
- Relatively small student population limits adequate revenue generation.

OPPORTUNITIES:

- Reaching out to vulnerable and marginalized groups – street children, street vendors, domestic workers, girl child, transgender and elderly.
- Extension activities through Social Action Project.
- Collaboration with government, non-government and corporate bodies.
- New vocational courses with collaborations/tie-ups.
- International student exchange programmes.
- Short-term/ add-on courses provide opportunities for students to develop skills alongside their degree courses.
- Video conferencing provides opportunities for face to face interaction with experts at the national and international levels.

CHALLENGES :

- Gradual withdrawal of Grant-in-aid by the State Government.
- General decline in demand for Humanities and Social Sciences.
- Lack of a feeder composite college.
- Pre-university colleges starting their Degree Colleges.
- Frozen posts - a financial burden to the management.
- Restriction on autonomous colleges by the parent university a limitation for innovation and creativity.

Plans of institution for next year

- Establishment of Departments of Excellence
- Increase in inter-disciplinary and twining programmes.
- Increase in the number of Certificate and Value added courses.
- Encourage interdisciplinary research in the college and outside.

Name : **Prof Joselyn T. Lobo**

Name : **Dr Sophia N. Fernandes**



Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

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Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission
