



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

Part A	
Data of the Institution	
1. Name of the Institution	COLLEGE OF SOCIAL WORK
Name of the head of the Institution	Dr. Ramesh Somkuwar
Designation	Principal (in-charge)
Does the Institution function from own campus	No
Phone no/Alternate Phone no.	07109295927
Mobile no.	9766017785
Registered Email	principal.cswkamptee@gmail.com
Alternate Email	patilpranali2012@gmail.com
Address	Old Court Building. Lala Oli, Near Prabhat Hospital, Kamptee
City/Town	Kamptee Dist. Nagpur
State/UT	Maharashtra
Pincode	441001

<b>2. Institutional Status</b>																			
Affiliated / Constituent			Affiliated																
Type of Institution			Co-education																
Location			Semi-urban																
Financial Status			state																
Name of the IQAC co-ordinator/Director			Dr. Pranali K. Patil																
Phone no/Alternate Phone no.			07109295927																
Mobile no.			9766017785																
Registered Email			principal.cswkamptee@gmail.com																
Alternate Email			patilpranali2012@gmail.com																
<b>3. Website Address</b>																			
Web-link of the AQAR: (Previous Academic Year)			<a href="http://www.collegeofsocialworkkamptee.org/aqar.html">http://www.collegeofsocialworkkamptee.org/aqar.html</a>																
<b>4. Whether Academic Calendar prepared during the year</b>			Yes																
if yes,whether it is uploaded in the institutional website: Weblink :			<a href="http://www.collegeofsocialworkkamptee.org/pdf/Academic%20Calander%202019%2020.pdf">http://www.collegeofsocialworkkamptee.org/pdf/Academic%20Calander%202019 20.pdf</a>																
<b>5. Accrediation Details</b>																			
<table border="1"> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> <tr> <td>1</td> <td>B</td> <td>2.19</td> <td>2015</td> <td>14-Oct-2015</td> <td>15-Nov-2020</td> </tr> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B	2.19	2015	14-Oct-2015	15-Nov-2020
Cycle	Grade	CGPA	Year of Accrediation	Validity															
				Period From	Period To														
1	B	2.19	2015	14-Oct-2015	15-Nov-2020														
<b>6. Date of Establishment of IQAC</b>			02-Jul-2018																
<b>7. Internal Quality Assurance System</b>																			
<table border="1"> <tr> <th colspan="3">Quality initiatives by IQAC during the year for promoting quality culture</th> </tr> <tr> <th>Item /Title of the quality initiative by IQAC</th> <th>Date &amp; Duration</th> <th>Number of participants/ beneficiaries</th> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </table>						Quality initiatives by IQAC during the year for promoting quality culture			Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries								
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Use of Audio Visual Aids in Teaching Learning by Teachers	02-Jul-2019 180	190
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L::asset('/', 'public').'/public/index.php/admin/get\_file?file\_path='.encrypt('Postacc/Special\_Status/'.\$instdata->upload\_special\_status))}}

No Files Uploaded !!!
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**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Government of India	Scholarship	GOI	2020 365	707801
No Files Uploaded !!!				

**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View Link](#)

**10. Number of IQAC meetings held during the year :**

1

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

No

Upload the minutes of meeting and action taken report

No Files Uploaded !!!

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

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

- Conduct skill development and stress management program.
- Initiate Save the Water awareness campaign in the village with the collaboration of NGOs.
- Constitute Environment cell at the college level.
- Visit once in a month in the nearest villages along with MSW students to find out the problems of the village, for their study area and evaluate the work.
- Planning for adolescence program in the village for awareness of girls.

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

Plan of Action	Achivements/Outcomes
Implementation of career advancement scheme	teacher sent for career advancement course • teacher placement done in career advance scheme
No Files Uploaded !!!	

14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
College Development Committee	20-Feb-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	03-Feb-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)	<p>The college adopt the management information system as per the appropriateness for the institute. The institute put an emphasis on service through technology. As university also introduced egovernance in admission, examination, therefore manual work is reduced and online work has been increased for functioning of the institute regarding MIS. People are trained in the area of official functions easy online salary through IFMS. The ultimate goal of using management information system is set as increase in values and benefits for the institute. The use of MIS provides information to the staff members for making decisions and policy about institute functioning. Besides this information are shared to e.g. WhatsApp, Facebook. We do not have our own module for working with MIS, but we follow the guidelines of University and Grant Authority for the application of egovernance in functioning of the</p>

## Part B

**CRITERION I – CURRICULAR ASPECTS****1.1 – Curriculum Planning and Implementation**

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

The College of Social Work, Kamptee, Dist. Nagpur is affiliated to Rashtrasant Tukadoji Maharaj Nagpur University and its curriculum is prescribed by the RTM Nagpur University, Nagpur. Our college strengthens a force of professional social workers equipped with the keen intellectual ability to analyze the complexities of contemporary society and effectively intervene as a catalyst for social change in multiple sectors of society. College prepares Academic Calendar for smooth management of day to day work in the prescribed period, all faculty members follow the calendar. Faculty maintain their teaching plan for regularised teaching until completion of the syllabus. Fieldwork conference and supervisions are frequently carrying out by the college supervisors. College provides tutorial or extra teaching classes to the scholastic backward student to regularise them in mainstream. Every faculty is trained and practicing ICT based teaching through PPT, Videos, video lectures eg. Additionally, interactive methods like seminars group discussions are also undertaken on relevant Issues and Topics, in which students are encouraged for self-study and expression of their views and thoughts liberally. The college organized the Village Camp, Social Survey, Research projects, Concurrent practice learning, and Skill Development laboratory, exposure visits on a local level and study tours to cover the agency visit in state and outside the state to expose the students to the horizon of Social Work Practice. Social Work Education is a fully professional education that is based on Scientific Knowledge, Human Skills; inculcate Human Values among students. To make them able to understand the community, Issues, needs and try to apply the theoretical knowledge in resolving the issues and problems on a practical basis. Social Work Practicum is an integral part of the social work curriculum i.e. fieldwork, Educational visits, village camp, study tour, and social research work. Our students are placed in different agencies like NGOs, GOs, CBOs, Industries, Research Bodies, and Communities play a vital role as the prominent stakeholders of the curriculum for the development of practical skills among the students, they are sent to different social work agencies under Concurrent Practice Learning and ensure the effective implementation of the curriculum by the College. The faculty members also monitor the work, assigned to the students for ensuring the effective implementation of the curriculum. College also indulges students to take the contemporary social issues and problems of the various segment of the society through social work research through group projects at UG level and Research project work (Dissertation) at the PG level which is a part of the curriculum. The institution always uses the resources from its stakeholders which are all types of agencies like NGOs, GOs, CBOs, Industries, Research Bodies, and Community Leaders and Members. The college always takes the feedback from the parents in the parents-teachers meeting and stakeholders meeting, to get a better suggestion for further development of students and college cautiously observe the student's problems and obstacles through mentor mentee

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
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No Data Entered/Not Applicable !!!

## 1.2 – Academic Flexibility

### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MSW	CD, MPSW, HRM, FCS	02/07/2018

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

	Certificate	Diploma Course
No Data Entered/Not Applicable !!!		

## 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Unnati Project	18/07/2019	30
Sahyog	18/07/2019	40
SAKSHAM	18/07/2019	25
environmental studies	17/07/2019	25
No file uploaded.		

### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSW	GROUP PROJECT	19
MSW	RESEARCH PROJECT	54
MSW	FIELD WORK	117
BSW	FIELD WORK	89
MSW	INTERNSHIP	27
<a href="#">View Uploaded File</a>		

## 1.4 – Feedback System

### 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

## Feedback Obtained

The college conducts Student Feedback by the students before the end of the session. The feedback of the students is based on the adequacy and content of the syllabus, teaching methods, teacher's approachability to the students and also see the teachers command on the subjects. The feedbacks are analyzed and implemented the suggestions for the betterment and upgradation of the teaching learning process. The college also developed the feedback system for various stakeholders like parents, aluminize, agencies, and employers. Faculties visited and organized the meetings in the college with related Employers (Agencies and NGOs) college stakeholders, to know their views and suggestions. College involves the Alumni's participation in feedback for college future plans, suggesting a better future to current students and college achievement. In meeting with Parents of students and teachers discussion made regarding the problem of students and their enhanced prospects which is helpful for student's welfare and upliftment. A teacher gives the feedback in meetings also suggest innovative ideas to the principal regarding the betterment of college and community. The employer feedbacks forms highlights the parameters such as subject knowledge, behavior regularity, punctuality, maturity, creativity, motivation, presentation skill and ability to work in team. The analysis of the feedback helps in the implementation of measures to Identify the overall development and ability of students while working at various levels. Collection of Feedback from Parent, Student, Alumni, and Employers done for the current year.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MSW	URTC D, MPSW, HRM, FCS	120	141	117
BSW	NIL	180	97	89
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### 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	89	117	16	14	16

### 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
16	14	5	5	0	2

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### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The teachers of the college use blended learning methods for teaching the student that is the use Information Communication Technology along with the traditional lecture method. Approximately 90 percent of the teachers use the audio visual content, power point presentations, videos, educational DVDs etc. The teachers also guide the students for web access of standard study material through various websites and databases. Teachers use the LCD projectors for large group and on the other hand, they also use their Laptops for showing or displaying the study content to the students. As most of the newly appointed teachers have very sound knowledge of ICT, they also share the new technical knowledge with the student. From the last two months all the teachers are taking online classes and sharing the study contents with the students in very good manner. Teachers have also attended and learned the e-content/ digital learning courses organized by Human Resource Center, RTMNU Nagpur. It can be said proudly that the all faculty members are well familiar with computer and technology, they are using the ICT as a useful tool in the teaching learning process as and when required. The teachers shares the web links with the students for the acquisition and learning of the study content or knowledge enhancing content. Teachers also guide and encourage the student for accessing the literature and resources for their research projects and seminar presentation. They are also helped to perform the same. Our library is consisted with of educational CDs and DVDs. The links for video lectures of the topics of the syllabus have been provided to students , if required. College faculty member use Social media very efficiently, they share the information with the students through What's app group, Facebook, google meet and google classroom accounts. From the last six months all the teachers are taking online classes and sharing the study contents with the students in very good manner.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
206	16	1:13

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
16	16	0	0	6

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

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

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BSW	BSW	VI	11/10/2020	27/11/2020
MSW	MSW	IV	09/10/2020	28/11/2020
No file uploaded.				

#### 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The Institute is affiliated to R.T.M. Nagpur University, Nagpur, and implements the syllabus as well as examination pattern as per the University. From year 2016-17 college is obligatory to do an internal assessment of the students for 20 marks. The college has developed internal evaluation system to continuously monitor and improve the effectiveness of Internal examination. Previously the internal evaluation used to be done by the college and external evaluation used to be done by university. The pattern could not give justice to some students, if they could not prepare well for the university level examination due to some reasons. Therefore to keep in consideration and welfare of the students R.T.M. Nagpur University, Nagpur, has included the internal assessment system in the syllabus at UG and PG level from 2016-2017. Thus, it was decided by the IQAC/College committee, that the terminal evaluation for both practical and theory subjects will be conducted by the subject teacher and the Incharge of the class. The faculty members demonstrate the paper pattern to the students for semester examination and also guide them for writing of answers in proper way such a way faculty prepare the students for University examination. Apart from these examinations, class tests are also taken by the subject teachers, even though group discussions, quizzes are also conducted timely by respective subject teachers. Assignments are given, as per the guidelines of RTMNU syllabus and are also evaluated objectively. The final internal assessment marks are calculated by considering all the tests and assignments. Students are pre informed about the parameters of the internal assessment system. Social work practicum work is supervised on a continuous basis through weekly conferences, reports of work done, fieldwork supervision and internal viva-voce examination. Similarly, the Group Project Work, Dissertation, Case Work, Agency Visits, Rural Camp, Study Tour, etc. are assessed by concerned faculty on a regular basis. Thus, it can be said that the college follows a Continuous Assessment System for Internal Evaluation. The academic calendar is prepared and it is followed by the entire college to manage the session easily. The old question papers from the university are made available to the students, similarly, a question bank is also prepared, these question banks and old question papers are provided to students for preparation of examination. Social Work has a practicum subject for that supervision and monitoring has been done regularly. Faculty are required to submit the declaration about the completion of their allotted subjects.

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

The academic calendar prepared by the concerning committee as per the recommended academic calendar of R T M Nagpur University, Nagpur. The principal constitutes a committee for preparing the academic calendar. The institution plan and teaching learning schedule for the session plan according to the academic calendar of the RTM Nagpur University Nagpur. As the session commences the committee conducts a meeting with all the faculty members to schedule the various events for that particular session. The academic calendar prepared by the committee in consultation with entire faculty members. The academic calendar consists, schedule for all the theory classes, fieldwork, research work, and other activities like seminar, guest lecture, skill development lab, group discussion, village camp and study tour, etc. The time table is also prepared as the admission over, or the date declared by Rashtrasant Tukadoji Maharaj Nagpur University. The workload committee prepares the lists of subjects for the semester. The Principal finalizes the subject's allocation and workload for the faculty members, based on their area of interest or expertise. Timetable in charge prepares the timetable as per the guidelines of respective statutory bodies (UGC) for the number of hours for each subject, prior to the commencement of the semester. The timetable is prepared and displayed on the

notice boards. Regular classes and its rescheduling takes place whenever it is needed. The college provides teaching plans to all the teachers. All teachers prepare the unit wise teaching plan at the beginning of the year and after that plan is prepared weekly. The period for syllabus completion is divided into two parts -preDiwali Vacation and postDiwali Vacation. The faculty review meeting is conducted quarterly regarding syllabus completion during that period. The academic calendar is followed by the institutional staff as far as possible. If there is a need to reschedule any event, due to inevitable reasons is faced then it is discussed with the committee and concerned faculty member and it is finalized by the principal.

## 2.6 – Student Performance and Learning Outcomes

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

<http://www.collegeofsocialworkkamptee.org/courses-offered.html>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
04	BSW	NIL	19	19	100
04	MSW	CD, MPSW, HRM, FCS	52	51	98.07
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## 2.7 – Student Satisfaction Survey

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

[.NIL.](#)

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
No file uploaded.				

### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Thinking Based Awareness Education	Nehru Yuva Kendra, Nagpur	21/01/2020

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
No file uploaded.				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

### 3.3 – Research Publications and Awards

#### 3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

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

Name of the Department	Number of PhD's Awarded
Social Work	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Social Work	2	Nill
International	Marathi	2	Nill
No file uploaded.			

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

Department	Number of Publication
SOCIAL WORK	1
No file uploaded.	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Number of Faculty	International	National	State	Local
No Data Entered/Not Applicable !!!				
No file uploaded.				

### 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Gram Swachhata Abhyan	CollegeNGO ( Adopt Village Khedi)	2	12
Swachha Rally Awareness Programme	CollegeNGO ( Rural Hospital Satrangpura )	2	15
AIDS CONTROL AND PREVENTION WORKSHOP	sub-District Rural, Hospital, Kamptee	10	80
Tobacco Free Campaign Participants	RTMNU, Nagpur	2	10
National Nutrition Diet Campaign	ICDS CenterKamptee Bus Stand, Railway Station Kamptee Area College Govt of india	5	60
World HIV/AIDS Day Awareness Programme Sub. 1. AIDS Awareness Street Play and 2½ AIDS -Essay Competition	Sub.District Hospital, Kamptee, College	15	100
World Tuberculosis Day	Ranada, Kamptee	1	20
Tree Planting Programm	Gada Village	10	105
National Leprosy Eradiction Lecture programm	College GOV ,Yerkheda Gram Panchyat Kamptee College	10	70
National Youth DayRTM Nagpur University, Nagpur	RTMNU, Nagpur	10	50
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government

Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swachh Bharat	CollegeNGO (Adopt Village Khedi)	Gram SwachhataAbhyan	2	12
AIDS Awareness	sub-District Hospital, Kamptee	AIDS CONTROL AND PREVENTION WORKSHOP	10	80
Gender Issue	RTMNU, Nagpur	National Youth DayRTM Nagpur University, Nagpur	10	50
HEALTH	COLLEGE OF SOCIAL WORK KAMPTEE	TOBACCO FREE AWARENESS AND TOBACCO FREE PLEDGE PROGRAM	2	10
HEALTH	Kapilansh Dhatu Udyog, Nagpurcollege	TOBACCO FREE AWARENESS AND TOBACCO FREE PLEDGE PROGRAM	2	10
No file uploaded.				

### 3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Faculty and Student Exchange program	20+2	College	01
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
No file uploaded.					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Jeevan Trang Bahuudeshiya	02/07/2019	Community Development	125

Sanstha		Awarness Programme, Plantation, Blood Donation Camp, Check Dam	
No file uploaded.			

### CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

#### 4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
3.13	3.13

##### 4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Seminar Halls	Existing
Seminar halls with ICT facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
No file uploaded.	

#### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Nill	Nill	Nill	2023

##### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	6614	545167	0	0	6614	545167
Journals	0	Nill	Nill	Nill	0	Nill
CD & Video	15	Nill	Nill	Nill	15	Nill
No file uploaded.						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

Type	Total Co	Computer	Internet	Browsing	Computer	Office	Departme	Available	Others
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	computers	Lab		centers	Centers		nts	Bandwidth (MBPS/GBPS)	
Existing	7	0	1	5	1	2	0	200	0
Added	0	0	0	0	0	0	0	0	0
Total	7	0	1	5	1	2	0	200	0

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

8 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
0.1	0.1	3.4	3.4

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

**Electricity and Physical facilities :-** Electricity and Physical facilities related maintains regularly as per requirement. College has various equipment like Xerox printer, audio system, projector etc. There is some expense has been made regularly or every year on these equipment to maintain all above facilities. **Sports :-** Our College has no regular post of sport teacher. However, as per Student regular post of sports. College administration always supports to give them best sports facilities. Therefore we purchase some sport game kits, Cricket, Badminton, Chess, Carromata and make available in playground. **Academic and support facilities :-** Teachers of College has using ICT material for teaching as per requirement. College has LCD projector, Computers etc. As per requirements of the maintenance of the above it requirement, we call local hardware technician service provider. **Other facilities :-** Water purifier and cold water storage is available for staff and students and it is well maintained through professional firms. **Library facilities -** The books in the library are shelved by categorizing as per subject and use. The reference books are shelve separately. The periodicals and newspaper are kept on vertical stands to have better visibility so that students can pick up as per their interest - the reading room is proper seating ambience so that students can utilize their free time productivity. **Class rooms :-** Class room are well maintained and kept neat and clean our Permeant College by support staff.

<https://www.collegeofsocialworkkamptee.org/>

#### CRITERION V – STUDENT SUPPORT AND PROGRESSION

##### 5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	GOI Post Matruc Scholarship / Freeship	124	707801
Financial Support from Other Sources			
a) National	Nill	Nill	Nill
b)International	Nill	Nill	Nill
<a href="#">View File</a>			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
ICT / Computing Skills	01/07/2019	56	College of social work
'TREE PLANTING PROGRAMME'	18/07/2019	55	College of social work
World Tobacco Free Day Awarness Programme	27/07/2019	40	College of social work
SANITATION RALLY UNDER SANITATION CAMPAIGN	12/08/2019	60	NAGPUR MUNICIPAL CORPORATION ZONE NO. 7 SANTRAJIPURA, NAGPUR
One Day Workshop Institute of Mental Health Reasearch and Rehabilitation Programme	14/08/2019	89	Dr. Kailash Sahare, Institute of Mental Health Reasearch and Rehabilitation Programme 9860348911
AIDS CONTROL AND PREVENTION WORKSHOP	22/08/2019	60	Dr. Shraddha Bhajipale, Medical Superintendent, Sub-District Hospital, Kamptee
Pledge for Life, Tobacco Free Youth campaign	23/08/2019	35	College of social work
NUTRITION WEEK	01/09/2019	35	VASTI LEVEL, KAMPTEE PREMISES, KAMPTTEE
'NATIONAL LEPROSY ERADICATION LECTURE PROGRAMME	04/09/2019	35	'National Leprosy Eradication Program'.
Online Workshop on International Yoga Day	21/06/2020	81	College of social work

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	"Preparation of 'NET/SET Examination"	68	68	3	3
<a href="#">View File</a>					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
<a href="#">View File</a>					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	18	BSW	SOCIAL WORK	COLLEGE OF SOCIAL WORK KAMPTEE	MSW
<a href="#">View File</a>					

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

Items	Number of students selected/ qualifying
Any Other	3
<a href="#">View File</a>	

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

Activity	Level	Number of Participants
Badminton	COLLEGE	12
Carrom	COLLEGE	20
Chess	COLLEGE	10

Fancy Dress	COLLEGE	16
COLLAGE	COLLEGE	7
Poster	COLLEGE	13
Singing Group	COLLEGE	12
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### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

The college has strong belief in giving the equal opportunity for participation of the students to support the authorities and college faculty members for running various activities of the college. For this purpose college provide them opportunity to participate in various academic and administrative bodies. Students participation and representation in various bodies can be describe as follows, The age are selected student should be under 25 years. The student should have highest marks in class. Only NSS student can become a representative of NSS department in student council. There is one representative from cultural events. Two Female representatives are selected by student's council. The class representative was selected accordingly. The student council gives more attention to development leadership qualities by using such selection methods. Student's council gives platform to students present their problems, issues and difficulties. Similarly it provides a platform for skill development. Dissemination of welfare schemes and trying to figure out how to reach those students. Student council :-college has a student council the selection and constitution has been in accordance with university guideline. It has one each representative for library, NSS, Cultural and one representative for life learning program. They walk with committee and bodies smoothly. Alumni Association: -Alumni association is a body of passed out UG (B. S. W.) and PG (M. S. W.) Student of the college. It has their own rules and regulation and bank account. It was in the direction of collaboration present and past students for the development of the student and the college. Library Committee: - There is an representative student in library committee who communicated need and requirement of the book and others reading materials to the library. Cultural Committee :- In cultural committee one student representative walk as a member. The student walk with committee for various cultural activities like plays, street play and various cultural programme it also involved in planning and organize on sports and cultural meet activities. Village Committee :-College has yearly one village camp for UG (B. S. W.) and PG (M. S. W.) students. In the village camp every student performs various activities during the camp. Various committee of the students formed by camp In-charge. In each committee students walk under a committee leader. These committee for planning and supervision of related with Food, Water, Sanitation, Sports, Cultural, etc. There is a camp leader each day for the camp monitoring and functioning one day. There is a one boy and one girl camp leader each day. IQAC Committee: -As per the new guideline of the NAAC in IQAC Committee, student are involved as representative they also extend their support for

functioning of IQAC.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

108

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

11331

5.4.4 – Meetings/activities organized by Alumni Association :

01

### CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 – Institutional Vision and Leadership

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

Village Camp Our Institute promotes participative management system as far as institution functioning concern. Decentralisation of power is practiced and participation of each segment is ensured in management and governance of the institutional plans and policies. One case study strengthening the decentralisation and participatory management in the institution can be taken as the organisation of a village camp. Village camp is an activity where student representatives are actively involved in planning and scheduling a village camp or rural camp. Students of social work courses have to attend the village camp once in their course period. For this a committee has been appointed at college level in which college teachers are involved later on in the planning of village camp, student representatives involved for the selection and organisation of Village camp. Generally, village camp is scheduled in the month of January for a period of 7 to 10 days and approximately hundred students from BSW fourth semester and MSW second semester are involved in the camp Students and the teacher in charge and members of village camp committee together discuss the schedule and suggested place of the village camp. They select and finalize the place or the village for the camp .Students are involved in purchasing and arranging the essentials for the tenure of village camp e.g. ration, food items, pandals etc. During the tenure of the village camp, students learn to work in various committees formed to conduct and organise all the activities of the camp by the in charge teachers. These committees are formed for performing various functions such as Food Committee, Water Committee, Sanitation, Committee, Cultural Committee, Sports Committee, discipline committee etc. In all these committees, one student is appointed as a leader and other students are involved as members for the arrangement of various activities related to their committee.. Everyday new communities are formed and declared that students learn to participate in planning and implementation of various work related to the area assigned. Hence , they learn the skill of organisation and cooperation and also their leadership skills get polished. During the village camp students are supposed to be involved in academic and co-curricular activities during the daytime, where lectures, workshop and various programs are organised and in the evening, cultural programs on the various issues and problems are organised by the students for village people. Students are also involved in organisation and management of the Health check-up camp, eye check-up camp, cancer screening

camp , blood donation camp, cleanliness movement etc. During the period of village camp, Students actively participate in planning and implementation of the each level of camp organization this give exposure to students for participative functioning in management of the event .Teachers are always there for their support and facilitation if required.

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

Partial

## 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	As the college is affiliated to RTMNU Nagpur with follows the curriculum design by the University from 2016-2017 that University is implementing the MSW CBCS and BSW semester pattern-based curriculum. Three faculty members of the college were involved in new curriculum design in preparation of the final draft of syllabus of social work courses.
Teaching and Learning	Teaching and Learning process is strengthened by ICT. Creation of positive learning environment in classes. Practical orientation is insisted in the form of projects, Agency visit, CPL (Field Work Placement) guest lectures, workshops, seminars, group discussion, and symposium. Remedial classes are given to slow learners. Mentoring and counselling slow learners are part of teaching and learning.
Examination and Evaluation	Timey evaluation /internal assessment for theory and practical's done as per the guidelines given in curriculum by the RTM Nagpur University, Nagpur. External evaluation and assessment are also conducted as per the norms of RTM Nagpur University, Nagpur.
Research and Development	The Research Cell was established with an objective of promoting research by faculty members sending research proposals and receiving funds from ICSSR. The Research Cell provides guidelines to Students for the selection of topic and preparation of synopsis and for preparing the report of research projects and dissertation Faculty members are encouraged to attend and publish papers in state/national/international conferences and seminars. Faculty members and students are motivated to

	publish their research papers in reputed national and international journals / conferences. The project proposals are usually examined and evaluated by the Research committee before being sent to the funding agency.
Library, ICT and Physical Infrastructure / Instrumentation	Library is equipped with various books, references, and journals to supplement the thrust of students and to enrich their self-learning ability The library is enabled with Wi-fi facility. Use of internet for students and staff through free wi-fi. Computers with internet access for students for syllabus related study material. Internet Access for students for review of literature for their research.
Industry Interaction / Collaboration	The who opted HRM specialization at the PG final year level are placed in Industrial setting near by the college. Students are encouraged to organized programme for the employees in the industrial setting and college collaborates with the higher officials for the same. For exchange of knowledge between the industrial settings and the college guidance program for the welfare of the employees are conducted time to time at the given Industrial setting. HRM specialization students explore other districts or states for the taking experiential learning process through the educational visit which is totally collaborate relations with the industries.
Admission of Students	Admission in the UG and PG courses has been done as per scheduled and guideline given by the University. Students from backward and disadvantage community are prepared for admission in the colleges. College advertised about the admission by the various media. After that when students come to college, detailed information and counselling has been provided by the college teachers regarding the course. If, the application for admission is more than the available seats, then merit list has been prepared and waiting list also declared for the second round of admission.
Human Resource Management	Assignment of academic Assignment of academic and administration work according to job position and workload among existing staff work has been done

according to the subjects related expertise all the teachers are assigned with workload of their respective subjects. In addition to theory workload teachers are also provided workload of practicum, research work and environment study and some extra curriculum activities also. In the same way administrative work is allotted to the available of non-teaching staff, which is not sufficient, therefore the teaching staff is also allotted with some administration work and responsibilities for proper functioning of the college.

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

E-governance area	Details
Planning and Development	College promotes the use of ICT in the process of planning of different events and activities during the academic year. Institute use WhatsApp groups for circulating information to the students regarding academic and cocurricular activities. Most of the communication with the University and Social Welfare Department
Administration	Scholarship and free-ship information are filled, and students are required to submit their form online from 2011 under MHDBT portal. The bio-metric attendants' system (with ESSL software) is implemented for teaching and nonteaching staff. WhatsApp groups are formed to provide the brief notices in a very short time to the staff and students.
Finance and Accounts	The college used an online salary system as per the guidelines of Social Welfare Department, Nagpur. The online salary system SAMAJSEVARTH has been implemented from May 2013. The IFMS programme is used to generate pay bills and other reports related to paying bills.
Student Admission and Support	Students' admission from the year 2016 is partially implemented online. RTM Nagpur University has launched MKCL portal for admission related online work. In the beginning the college is supposed to fill out online admission forms based on the manual admission form of the students and upload the required documents.
Examination	Online examination system implemented by the RTM Nagpur University from 2012

which helps the college to fill exam forms of the students to generate hall tickets and roll list for the examination. Entry of marks has been done through PROMARC and results are also available on the online platform.

### 6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
No file uploaded.				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
102ND ORIENTATION PROGEAMME	1	04/06/2019	13/07/2019	30
Refresher Course	8	06/11/2019	19/11/2019	15
ONLINE FACULTY DEVELOPMENT PROGRAMME	1	27/04/2020	02/05/2020	6
ONLINE FACULTY DEVELOPMENT PROGRAMME	3	11/05/2020	16/05/2020	6
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time

16	16	10	10
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#### 6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
0	0	1

### 6.4 – Financial Management and Resource Mobilization

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

Accounts are audited every year by internal and external auditors. The institution submits the audited report to the funding bodies at the close of the financial year. These audited statements are made available to all on demand. The internal auditing is done by the Certified Chartered Accountant The following areas are covered under internal audit: • Budget vs. Actual Performance • Thorough Revenue and Expenditure Audit • Fixed deposits and interest receipts • Fixed Assets and Purchases • Statutory Compliance on TDS, EPF ESI • Systems Analysis and Compliances External Audit- external audit by the audit department of Government of Maharashtra and Social Welfare Department.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
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#### 6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!
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### 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	No	Nil
Administrative	No	Nil	No	Nil

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

Annual parents teachers meeting Parents Feedback forms Suggestions invite from the parents and implemented for the development and welfare of college

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

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

Formation of IQAC Committee as per the guidelines of NAAC Improvement in Academic and Administrative aspects of the Institution WIFI Connectivity at class room and premises

#### 6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No

c)ISO certification	No
d)NBA or any other quality audit	No

#### 6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2020	To encourage the teaching staff for the use of advanced ITC	02/04/2020	02/04/2020	08/04/2020	14
2019	Faculty Development Programme	06/11/2019	06/11/2019	19/11/2019	6
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### CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

#### 7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Mahila Cyber Suraksha	06/01/2020	08/01/2020	73	34
Jagtik Mahila Diwas	08/03/2020	08/03/2020	94	36

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

Percentage of power requirement of the University met by the renewable energy sources
s Discerning the significance of sustainable development several initiatives are carried out to make the campus environment friendly thereby identifying staff and students to become more sensitive to ecological issues. The architectural design of the college allows maximum natural lighting and ventilation to save power. Lights and fans are turned off when not required to minimize power consumption. To make the awareness of electricity through placards near the switch Board. To curtail consumption of electrical energy, fluorescent bulbs Tube-light are gradually being replaced by LED bulbs Tube-lights.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Nil	No	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadva	Number of initiatives taken to engage with and contribute to	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
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	ntages	local community					
No Data Entered/Not Applicable !!!							
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of conduct for students	17/07/2017	Students are required to wear I - card inside the college from entry to exit as well as field work, Observation visit, Village Camp, Study Tour, and another outdoor program. Students are expected to observe decent dress in college hours. Use of Mobile phones is not allowed in Classroom as well as in Library. Students must reach their lecture hall five minutes before the scheduled time. Students are allowed to avail the facility of Library and Internet during the scheduled time only. Avoid misuse of dusters, markers, pen, and whiteboard. 75 attendance is compulsory for appearing in the examination.
Teachers and Students	17/07/2017	Teachers should respect the right and dignity of the student in expressing his/her opinion. Deal justly and impartially with students regardless of their religion, caste, political, social, and physical characteristics. Recognize the difference in aptitude and capabilities among students and strive to meet their individual needs. Encourage students to improve their attainments, develop their personalities and at the same time contribute to community welfare. Inculcate among students' scientific

		<p>outlook and respect for physical labour and ideals of democracy, patriotism and peace. Pay attention to only the attainment of the student in the assessment of merit.</p>
Teachers and Colleagues	17/07/2017	<p>Teachers should do treat other members of the profession in the same manner as they themselves wish to be treated. Speak respectfully of other teachers and render assistance for professional betterment. Refrain from lodging unsubstantiated allegations against colleagues to higher authorities. Refrain from allowing considerations of caste, creed religion, race, or sex in their professional endeavor.</p>
Teachers and Authorities	17/07/2017	<p>Teachers should discharge their professional responsibilities according to the existing rules and adhere to procedures and methods consistent with their profession in initiating steps through their own institutional bodies and/or professional organizations for change of any such rule detrimental to the professional interest. Refrain from undertaking any other employment and commitment which are likely to interfere with their professional responsibilities. Co-operate in the formulation of policies of the institution by accepting various offices and discharge responsibilities which such offices may demand. Co-operate with the authorities for the</p>

		betterment of the institutions keeping the interest and dignity of the profession.
Teachers and Non-Teaching staff	17/07/2017	Teachers should treat the non-teaching staff as colleagues and equal partners in the cooperative undertaking, within every educational institution and teachers should help in the function of joint staff councils covering both teachers and the non teaching staff.
Teachers and Guardians	17/07/2017	Teachers should try to see through teachers' bodies and organizations, that institutions maintain contact with the guardians, their students, send reports of their performance to the guardians whenever necessary and meet the guardians in meetings convened for the purpose for mutual exchange of ideas and for the benefit of the institution.
Teachers and Society	17/07/2017	Teachers should try to see through teachers' bodies and organizations, that institutions maintain contact with the guardians, their students, send reports of their performance to the guardians whenever necessary and meet the guardians in meetings convened for the purpose for mutual exchange of ideas and for the benefit of the institution.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Indian Constitution Week	29/11/2019	02/12/2019	114
Tobacco free awareness program	31/01/2020	31/01/2020	83
Thought based awareness and	21/01/2020	21/01/2020	111

educational program			
Tobacco free pledge program and awareness	17/01/2020	17/01/2020	150
World Aids Day	02/12/2019	02/12/2019	89
Covid Relief Work	16/05/2020	16/05/2020	69
Tree Plantation Program	18/07/2019	18/07/2019	77
World Tuberculosis Day	24/03/2019	24/03/2019	34
No file uploaded.			

#### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Maintain a green environment college has arranged the plantation in pots in the college premise. Nearabout 40 plants are placed among which 10 plants are medicinal qualities. Beside this green sheets are place make the premise to keep cooler than the outer side.

### 7.2 – Best Practices

#### 7.2.1 – Describe at least two institutional best practices

**Title of the Practice: MENTORING AND COUNSELLING** Objectives of the Practice: The objectives for mentoring and counselling of college-going students are to help them navigate the challenges and opportunities of their academic and personal lives. It is a crucial support system that helps individuals overcome challenges and reach their full potential: 1. Academic guidance: To help students select appropriate courses and majors, develop effective study habits, and achieve their academic goals. 2. Career development: To assist students in exploring and identifying career opportunities, developing skills and experience relevant to their chosen field, and preparing for the job market. 3. Personal growth: To provide support and guidance for students personal and emotional well-being, including stress management, relationship building, and coping skills. 4. Cultural adaptation: To help students adapt to the Indian culture, academic environment, and society, and to provide support for their unique challenges and experiences. 5. Diversity and inclusion: To promote diversity, equity, and inclusion, and to provide resources and support for students from underrepresented backgrounds or communities. 6. Leadership development: To provide opportunities for students to develop leadership skills and engage in extracurricular activities that enhance their personal and professional growth. 7. Financial literacy: To provide students with guidance and resources to manage their finances effectively and make informed decisions about financial matters. 8. Health and wellness: To promote healthy habits and provide resources and support for students physical and mental health. 9. Skill development: To help students develop skills such as communication, problemsolving, and decision-making that will be useful in their personal and professional lives. 10. Relationship building: To help individuals develop healthy and meaningful relationships with family, friends, and colleagues. The Context There are several contextual features and challenging issues that need to be considered when designing and implementing a mentoring and counselling program for college-going students. Diversity: College-going students come from diverse backgrounds with different cultural, social, and economic experiences. Confidentiality and Privacy: Students need to be assured that their discussions with mentors and counsellors will be kept confidential. During counselling, we established clear boundaries and protocols to ensure students privacy is protected. Accessibility: The program needs to be accessible to all students,

regardless of their location, time constraints, or physical abilities.

**Balancing Academic and Personal Needs:** College-going students often face a variety of personal and academic challenges. We have been providing guidance and constant support to help our students succeed both academically and personally to balance these needs. **Stigma and Confidentiality:** Stigma attached to counselling and mentoring could deter students from seeking help, confidentiality breach or fear of confidentiality breach could also deter students from participating. The Practice In the context of higher education, mentoring and counselling can help students adapt to college life, make informed decisions about their academic and career paths, and overcome any challenges they may face during their studies. In our practice we have been providing one-on-one counselling to students to help them cope with personal and academic challenges. We established a mentorship program where senior students or faculty members can guide and support junior students. We created support groups or forums for students to discuss issues related to their studies or personal lives. We have been offering workshops and seminars on study skills, time management, stress management, and other relevant topics.

Our team developed a system for tracking and monitoring the progress of students who require additional support. One of the unique aspects of our approach to mentoring and counselling is its emphasis on creating a supportive and inclusive learning environment. Because our main aim is to support students in achieving their academic and personal goals. Our process of mentoring typically involves an experienced and knowledgeable faculty member or senior student guiding a junior student in their academic and professional journey. Our mentors have been providing advice, support, and guidance in areas such as course selection, career planning, research opportunities, and networking. In mentoring we have also been developing a long-term relationship, with the mentor providing ongoing support and feedback to the mentee. The uniqueness of our mentoring and counselling practice in the context of Indian higher education lies in the cultural and social factors that shape the student experience. **Title of practice:** - VRUDDHA MITRA **Objectives:** - 1) To enrich the students with knowledge of senior citizens in the community. 2) To have an opportunity to learn from senior citizens that enhances our knowledge. 3) To know the conditions of senior citizens in local community 4) To make senior citizens happy and healthy in this last phase of life. 5) To develop sense of well-being in senior citizens. **The context:** - This is the age of information technology, and we must less time for relationship maintenance which is important aspect of our life. The course gives knowledge regarding social work to the students but there is some more knowledge s which are needed to acquire for all of us. During field work visit of the college students it has been observe that there is nothing for elderly people in the local community. The discussion gives a fruitful concept and that is making them friend which is named as Vruddha Mitra. In 2011-12 college has started this new practice which is never practiced in the area. The practice of getting friendship with senior citizens residing in the local community which is later carried forward with collaboration of faculty and students it is named as Vruddha Mitra. Since students are very close to community, they must work in local community with all the age group, but it is easy for them to go with the elderly people of local community. Every student has been told that they must make five old age friends from the local community. Initially the students make around hundred Vruddha Mitra. Then we decide that we will further, and this practice will be continued. The college is also encouraged student for going research projects on elderly People, by that they can be more understood and help. **The Practice:** - o the practice is used by student in their field work community as well as in local community wherever the elderly people are a need of care and attention. o the students also develop the sense of sincerity and social responsibility toward the elder generation. o During the interaction students came to know various problems of the Vrudhha Mitras for this they are helped in resolving

their problem through counselling and necessary helps. o This practice creates a sense of meaningfulness in senior citizens of the community, who are discarded by the family and society people. o It helps in doing something significant for the society. This is considered as our duty to recognize the importance of contribution of old generation in providing the better present to us. This are the people who sacrifice their life for providing a better time and scenario for young generation. o Initially when this practice was started it was on trial basis, but later after witnessing its success it is continue since last 10 years. This can be suggested that every student should spend some portion of their time with this glorious old generation, who are the foundation of our todays. Evidence of success: - College of Social Work Kamptee believes in implementing the ideal social work into practice. The student got good response and the senior citizens of the community have been benefitted by giving just some time to them. Every year approximately 100 to 120 elderly people are enrolled and made Vrudhha Mitra of our student, they take care of them and interact with them for feeling them better and to remain well in the society. Its impact on students, teacher, communities, and society is impressive. Students develop a sense of responsibility and respect when they meet with this Vrudhha Mitra they realized the significance of the contribution of old generations in today's world. This practice also helps in changing the perspective of community people towards the college. and they develop more positive views towards the students of Social Work. In recent years students are also encouraged to choose the research topics focus on the status of old aged people in the society. This practice gives exposures for the learning of student with the experiences of old generation. In recent years the student at our college have made many Vrudhha Mitras in the local community or their field work community. It can be considered as an activity for pay back to society. The people in the society welcomes our student now and they are actively involved with them and believe that we really strive for doing something significant for society.

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

<https://www.collegeofsocialworkkamptee.org>

### 7.3 – Institutional Distinctiveness

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

The College of Social Work Kamptee was established in the year. The vision of the institute "Education for Social Change" The college focuses on creating a collaborative academic environment with the holistic development of the student, and for that we adopt a policy for admission and in this policy we are instead a giving admission to only cream layer student, we prefer to admit the student from deprived segments of the society and we provide chance for education instead of getting overburden by educational expenses. As a social responsibility institute gives chances to students who could not get admission due to their conditions. The institute also explores the excellence identifythat lies within the students and fetch out by motivation, the changing needs of the society and the external environment through strategic planning. Conduct a community program to make aware the society in social issues. Social responsibilities developed among the student to promote the value education in the classes. Institute creates intervene with the needed people to get rid of the problem and to get justice. The college contributes towards women empowerment by organizing various activities such as Gender Equality Awareness Program, Stress Management, Session on gender sensitization, Women's Day Celebration, etc. under the aegis of its gender sensitization. The spirit of mutual work, discipline, social responsibility towards community development

and nation building is inculcated through NSS. College always practices intensive and inclusive improvisation strategies according to the needs of students to facilitate this academic progress. Various lectures and seminars on social issues conducted to stimulate personal and professional growth through discussion about attitudes, feelings, and experience related to the field of community. Extension activities of the institute are conducted with commitment, focusing on reaching to the poorest of the poor. Similarly, these students are encouraged to focus on the issues and problems of society. When they are doing their research project current issues and psycho-social problems are addressed in the research work of our students. This helps in developing more understanding and inside towards the various issue or problems of social importance. Guidance programmed for facing interviews and proper presentation skills is also provided to the job seeking students by all the faculty members of the college. Students are allowed to contact any faculty member for the guidance and help regarding professional activities. They are actively involved in the awareness program organized at rural and urban settings. The institute also allowed students to participate and involved in various health promotion and awareness program organized by collaborating NGOs and sub-district hospitals. In recent years Students are actively do Shramdan in various social activities like, Check Dams Construction, Plantations, Blood Donation Camp, Cleanliness Movement, Health Check-up Camps. Institutes are also involved student in developing social responsibility in them by activities likes to visit to agencies related to disabled, old aged, handicapped, womens, migrant labor, health, orphans, etc. All these lead to our sense of social concern and responsibility in the students.

Provide the weblink of the institution

<https://www.collegeofsocialworkkamptee.org>

## 8.Future Plans of Actions for Next Academic Year

The college is planning to have new linkages with local organizations and the organizations working in the various fields of Social Work Interventions. Digital functioning of the library is proposed to the management for the upgradation of the library services. To explore options for teaching learning in online mode due to covid crisis. Teachers will be encouraged to have more ICT skills and be technically capable. To have an internet plan with fast speed as teaching learning will be in online mode till the further notification from the government. To have good infrastructure facilities in the coming future. To make the environment of the college eco friendly by promoting plantation and minimal use of plastic material.