The Annual Quality Assurance Report (AQAR) of the IQAC 2016-2017

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

> Shri Saraswati College of Social Work, Washim

1.2 Address Line 1

> Saraswati Educational Campus,

Address Line 2

> Risod Road,

City/Town

> Washim

State

> (Maharashtra)

Pin Code

> 444505

Institution e-mail address

> ssswm718@sgbau.ac.in

Contact Nos.

> 9158277444

Name of the Head of the Institution:

> U.S.Jamdhade

Tel. No. with STD Code:

> --

Mobile:

> 9158277444

Name of the IQAC Co-ordinator:

A.N.Bohrapi

Mobile:

9766965956

IQAC e-mail address:

ssswm718@sgbau.ac.in

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

MHCOGN 25577

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

Ec(sc)/17/A&A/53.1

1.5 Website address:

www.saraswatipragat.edu.in

Web-link of the AQAR:

http://saraswatipragat.edu.in/pdf/AQAR_2016.pdf

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	1st Cycle	B	2.36	2016	15/09/2021
2	2nd Cycle	--	--	--	--
3	3rd Cycle	--	--	--	--
4	4th Cycle	--	--	--	--

1.7 Date of Establishment of IQAC :   DD/MM/YYYY

05/08/2015

1.8 AQAR for the year *(for example 2010-11)*

2016-2017

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

   i. AQAR _____2016-2017 on _____(DD/MM/YYYY)
   ii. AQAR_____ -----_____(DD/MM/YYYY)
   iii. AQAR_____ -----_____ (DD/MM/YYYY)
   iv. AQAR_____ -----_____ (DD/MM/YYYY)

1.10 Institutional Status

University   State [✓]   Central [ ]   Deemed [ ]   Private [ ]

Affiliated College   Yes [✓]   No [ ]

Constituent College   Yes [ ]   No [✓]

Autonomous college of UGC   Yes [ ]   No [✓]

Regulatory Agency approved Institution   Yes [ ]   No [✓]

(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)*

> Sant Gadge Baba Amravati Universiyt, Amravati

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

Autonomy by State/Central Govt. / University   --

University with Potential for Excellence   --   UGC-CPE   --

DST Star Scheme   --   UGC-CE   --

UGC-Special Assistance Programme   --   DST-FIST   --

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

UGC-COP Programmes   --

2. IQAC Composition and Activities

2.1 No. of Teachers   8

2.2 No. of Administrative/Technical staff   1

2.3 No. of students   --

2.4 No. of Management representatives   1

2.5 No. of Alumni   --

2. 6 No. of any other stakeholder and
     community representatives   --

2.7 No. of Employers/ Industrialists   --

2.8 No. of other External Experts   3

2.9 Total No. of Members   13

2.10 No. of IQAC meetings held   4

2.11 No. of meetings with various stakeholders: No.   Faculty   2

     Non-Teaching Staff Students   1   Alumni   1   Others   --

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

     If yes, mention the amount   --

2.13 Seminars and Conferences (only quality related)

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

     Total Nos.   3   International   National   State   Institution Level   3
     (ii) Themes   Research Workshop

2.14 Significant Activities and contributions made by IQAC

     Purchase solar lamp, Printer, furniture, semester method, syllabus is changed by replacing
     some topics

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
Infrastrucure Faculties : Like Printer, Furniture,Solar,Syllabus, Maintenance	Solar Lamp, Printer, Furniture, Syllabus Modified, Semister Mathod

     * Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body   Yes   ✓   No

     Management   ✓   Syndicate   Any other body

     Provide the details of the action taken

     AQAR Was discussed in the Meeting of management & approved
     unanimously. Next Meeting was planeed for proposing future planning.

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	--	--	--	--
PG	01	--	--	--
UG	01	--	--	--
PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate	01	--	--	--
Others	--	--	--	--
Total	03	--	--	--
Interdisciplinary	--	--	--	--
Innovative	--	--	--	--

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

Pattern	Number of programmes
Semester	BSW I (2 Semister), MSW I (2 Semister)
Trimester	--
Annual	BSW II, BSW III, MSW II

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

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

Feedback was analysed and correctives measures were taken for 1) Facilities 2) Teaching Aids
Please provide an analysis of the feedback in the Annexure

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

Yes, BSW I and MSW I Credit Based syllabus Change syllabus by replacing some topices

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

--

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of
permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
20	19	01	--	--

2.2 No. of permanent faculty with Ph.D.

02

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
19	--	01	--	--	--	--	--	--	--

2.4 No. of Guest and Visiting faculty and Temporary faculty

--		--		T F 02

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	--	--	03
Presented papers	--	--	03
Resource Persons	--	--	01

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

Case Studies, field based acetivity, surve, Study tour, PPT on various subjects, Group Discussion

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

180

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

Multiple Choice Questions

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

08	--	--

2.10 Average percentage of attendance of students

78

2.11 Course/Programme wise

distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division					
		Distinction %	I %	II %	III %	Withheld + Pass	Pass %
BSW III	31	--	06(19.35)	13(41.94)	01(3.29)	03(9.68)	23 (74.19%)
MSW III	65	02(3.08)	28(43.08)	26(40.00)	--	03(4.62)	59 (90.77%)

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

 1) Course completion

 2) Course Teaching Monitoring on daily basis

 3) Course Feedback on bi monthly basis

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	--
UGC – Faculty Improvement Programme	--
HRD programmes	--
Orientation programmes	04
Faculty exchange programme	--
Staff training conducted by the university	--
Staff training conducted by other institutions	--
Summer / Winter schools, Workshops, etc.	--
Others	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
Administrative Staff	14	00	00	00
Technical Staff	08	00	00	00

Criterion – III

3. Research, Consultancy and Extension

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

> The entire faculty tries to encourage the students to take new topics for their research project work and ensure the good quality work in research projects. The institute organised work shop on research.

3.2   Details regarding major projects

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

3.3   Details regarding minor projects

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

3.4   Details on research publications

	International	National	Others
Peer Review Journals	--	--	--
Non-Peer Review Journals	--	05	--
e-Journals	--	--	--
Conference proceedings	--	--	--

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	--	--	--	--
Minor Projects	--	--	--	--
Interdisciplinary Projects	--	--	--	--
Industry sponsored	--	--	--	--
Projects sponsored by the University/ College	--	--	--	--
Students research projects *(other than compulsory by the University)*	--	--	--	--
Any other(Specify)	--	--	--	--
Total	--	--	--	--

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) | Development Greant |

3.10 Revenue generated through consultancy | -- |

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	--	--	--	--	03
Sponsoring agencies	--	--	--	--	College

3.12 No. of faculty served as experts, chairpersons or resource persons | 01 |

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	--
	Granted	--
International	Applied	--
	Granted	--
Commercialised	Applied	--
	Granted	--

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

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

3.18 No. of faculty from the Institution
        who are Ph. D. Guides

`--`

      and students registered under them

`--`

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

`01`

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

JRF `--`   SRF `--`   Project Fellows `--`   Any other `--`

3.21 No. of students Participated in NSS events:

University level `17`   State level `08`

National level `--`   International level `--`

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 `01`   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 [02]

NCC [--]   NSS [15]   Any other [--]

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

- Blood Donation camp organise
- Baliraja chetna abhiyan
- Survey of leprosy
- Tree plantation
- Swachcha Bharat Abhiyan

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	2 Acres	--		2 Acres
Class rooms	05	--		05
Laboratories	01	--	--	01
Seminar Halls	01	--	--	01
No. of important equipments purchased ($\geq$ 1-0 lakh) during the current year.	--	163230	UGC GDG	163230
Value of the equipment purchased during the year (Rs. in Lakhs)	--	--	--	--
Others	--	--	--	--

4.2 Computerization of administration and library

Library – libman by Nagpur

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	6876	751865	70	14348	--	--
Reference Books	2889	439179	--	--	--	--
e-Books	925	--	--	--	--	--
Journals	12	--	--	--	--	--
e-Journals	--	--	--	--	--	--
Digital Database	--	--	--	--	--	--
CD & Video	138	--	--	--	--	--
Others (specify)	39	--	--	--	--	--

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	--	--	--	--	--	--	--	--
Added	--	--	--	--	--	--	--	--
Total	--	--	--	--	--	--	--	--

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

--

4.6 Amount spent on maintenance in lakhs :

i)   ICT

10025/-

ii) Campus Infrastructure and facilities

95500/-

iii) Equipments

227000/-

iv) Others

330326/-

Total :

662851/-

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> Furniture like dask benches (25) Purchased 01 cupboard, purchased Text Books (70)

5.2 Efforts made by the institution for tracking the progression

> Students of BSW are encouraged to go for higher education BSW & MSW final year students are guided for recruitment campus interview conducted. Students are sent for selection of other organisation.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
187	154	--	--

(b) No. of students outside the state

No

(c) No. of international students

No

	No	%
Men	232	68.04

	No	%
Women	109	31.96

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
35	106	14	188	02	345	34	102	17	184	04	341

Demand ratio   1.5   Dropout % 00.00

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

> 1) Guidence for competitive exam on 23/08/2017 by Asst. Prof. D.P.Landge
>
> 2) Guidence cell encourage students for competitive exam.

No. of students beneficiaries | 106 |

5.5 No. of students qualified in these examinations

NET | -- | SET/SLET | 02 | GATE | -- | CAT | -- |

IAS/IPS etc | -- | State PSC | -- | UPSC | -- | Others | -- |

5.6 Details of student counselling and career guidance

> 1) 19 Teachers are working as perants of group of students. 19 groups of 18-20 students were formed
>
> 2) Career guidance cell is formed. 4 Meetings of students for career guidance were conducted.

No. of students benefitted | 168 |

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
01	25	10	05

5.8 Details of gender sensitization programmes

| Nil |

5.9 Students Activities

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

State/ University level | 05 | National level | -- | International 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 `--`   International level `--`

Cultural: State/ University level `--`   National level `--`   International level `--`

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	--	--
Financial support from government	205	434610
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: - 01

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

> **Our vision** is to develop skilled and trained professional social workers with social values and humanity in students.
>
> **Our Mission** is to provide higher education to every student with their all round development

6.2 Does the Institution has a management Information System

> Mangment - Principal – HOD- Staff - Students

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

    6.3.1   Curriculum Development

Letter to Bos, Syllabus Topics Change

    6.3.2   Teaching and Learning

PPT,Movies,CDs.

    6.3.3   Examination and Evaluation

Unite Test , Practies Exam. – Result Analyses

    6.3.4   Research and Development

Research. Paper -4   Seminar Workshop of attended -3   Faculty persuing Ph.D - 06

    6.3.5   Library, ICT and physical infrastructure / instrumentation

Book Purchased   Printer, HDD,Solar   Desk bench

    6.3.6   Human Resource Management

Oriention = 4

    6.3.7   Faculty and Staff recruitment

No Vacancy

    6.3.8   Industry Interaction / Collaboration

Civil Hospital, Z.P. , Municipal Corporation, RTO, MSRTC,

6.3.9   Admission of Students

```
BSW I - 80

MSW I - 80
```

6.4 Welfare schemes for

Teaching	LIC,DCPS,GPF.
Non teaching	LIC,DCPS,GPF.
Students	Insurance

6.5 Total corpus fund generated

```
--
```

6.6 Whether annual financial audit has been done   Yes [✓]   No [   ]

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

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

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?

```
N. A.
```

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

```
N. A.
```

6.11 Activities and support from the Alumni Association

> 1) Recruitment Guidance
> 2) Legal Advice

6.12 Activities and support from the Parent – Teacher Association

> Parant – Teacher Meeting
>
> Suggestions from parents are considered for improvement fo College activities.

6.13 Development programmes for support staff

> 1) Sport for Staff (5 pm onwords)
> 2) Sent for Traning & Workshop

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

> 1) 188 Trees were planted
> 2) Lawn is developed
> 3) Waste utilisation for manure
> 4) Sewage Water Harvesting - soakpit

Criterion – VII

7. Innovations and Best Practices

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

> 1) PPT Teaching, Movies. ICT use
> 2) Rally for social awareness of swachchata, beti padhao beti bachao, plantation

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

> 1) Skill development corrses started
> 2) Use of ICT Started
> 3) Deputed Teachers on RC /OC
> 4) Opac in Library started

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

> 1) Addication Eradication
> 2) Women empowerment

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

7.4 Contribution to environmental awareness / protection

> 1) 188 Trees plantation
> 2) Sewege water soak pit
> 3) Manure from waste

7.5 Whether environmental audit was conducted?   Yes ☐   No ☑

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

> Sant Gadge Baba Amravati University, Amravati awarded prize for Swachchata Abhiyan

8. Plans of institution for next year

> 1) Purches of teaching Aid, Like Projector, HDD,
> 2) To start add-on courses
> 3) Books Purches

Name - Mrs Arvind Narayan Bohrapi   *Name Mrs. Uddhav Shivaji Jamdhade*

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

_____***_____

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

****