



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		KUMBHALKAR COLLEGE OF SOCIAL WORK
Name of the head of the Institution		Dr Chandu K. Popatkar
Designation		Principal
Does the Institution function from own campus		No
Phone no/Alternate Phone no.		07152241848
Mobile no.		9923144418
Registered Email		kcswiqac@gmail.com
Alternate Email		kcswardha@rediffmail.com
Address		Kakawadi, Sewagram Road
City/Town		Wardha
State/UT		Maharashtra
Pincode		442001
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Semi-urban
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Prof. Satishkumar G. Dhawad
Phone no/Alternate Phone no.	07152241848
Mobile no.	9890323523
Registered Email	kcswiqac@gmail.com
Alternate Email	kcswardha@rediffmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://kcswardha.in/
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://kcswardha.in/

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	C+	65	2004	16-Sep-2004	15-Sep-2009

6. Date of Establishment of IQAC	17-Jun-2014
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
IPR Workshop	04-Mar-2019 1	22
FDP for Non-Teaching	07-Jan-2019 1	15

FDP for Teaching	11-Oct-2018 1	17
Meeting of Internal Quality Assurance Cell (IQAC)-	10-Jul-2018 1	8
View File		

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
Social Work	NA	UGC	2019 0	0
View File				

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

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

3

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

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

No

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

1. Feedback mechanism 2. VAP introduced. 3. Mechanism for slow and advanced learners 4. Mentoring system restructured

[View File](#)

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
NSS Activities	Annual Special N.S.S. Camp, Participated and Organised Programme

Activities of Social Science Study Circle	Social Justice Day, paper presentation, guiding programme
Gender Sensitisation programme	Women Day, Human Rights day, Labour Day, Addiction release week
Green Campus	Plantation in college field work agencies, awareness programme for students, teaching theory subject and organised and environment tour for B.S.W. 2nd Year.
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14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
IQAC	16-Mar-2018

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
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16. Whether institutional data submitted to AISHE:	Yes
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Year of Submission	2019
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Date of Submission	13-Mar-2019
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17. Does the Institution have Management Information System ?	Yes
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If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>Academic: This model contains the teacher's attendance where teacher attendance through biometric device entry which maintain the online records. Assignment can be assigned to the group of student for whole class by the subject teacher through SMS, email, what app etc. Student section: This model maintained as year wise class list, alumina list and student profiles, N.S.S. student list, NSS activities are recorded. Krishnalila carrier guidance and personality development cell recorded various list of programmes, list of job placement students and other data. HR module: In this staff appointment joining of staff, salary, attendance, vouchers, leave model of staff from where the staff can apply leave online through</p>
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their personal login. Account section: This module has payroll model which makes salary vouchers, salary slips for the staff of KCSW. This model also has fees module different ledgers of fees (Like, B.S.W.I, II, III year and M.S.W. I,II Year) We can create and allotted to students of class VI so that student can pay fees offline through cash payment received for their paid fees and balance. Library: This gives information about due book, books transaction details and Library feedback where everyone can be feedback for library. Admissions: Students who are interesting to take admission in BSW I, B.S.W.II, B.S.W.III or MSW I, MSWII first he/she has to register his/her name on university portal with registration fees. Students have given the preferences to the college, and then university send online list of students to take admission in the college after this procedure student has to take admission with some application fees. Feedback model: Feedback committee has taken feedback from students, teachers, Alumni and Parents of Kumbhalkar College of Social Work Wardha Feedback data analyse and result given to Principal. According to report, Principal has taken the action after that action taken report displayed on the college website. Communication: Through SMS, email can send to the student parent and other staff member of the college for communication. Alumni: All Alumni data information is available in this module. Placements: NGO Agency registration, student registration for placement can be done through this model In charge of placement can directly communicate through the mail to The agency or student if they are already register in University result of student can be store and sent through SMS to parent in this model. Such an emphatic way of institution management information system work as per the planning and implementation college commits. In it college vision and objectives are strictly followed for betterment.

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

Kumbhalkar College of Social Work, Wardha affiliated to Rashtrasant Tukdoji Maharaj Nagpur University, Nagpur and run by Rashtrasant Tukdoji Maharaj Technical & Education Society, Nagpur has an effective method of curriculum delivery and documentation. Administration of the College had formed various committees in the college for effective implementation of curricular and academic programmes. There is a lot of variety in the field of teaching methodologies. Teacher's follows an academic calendar is prepared by the Time-table committee which also prepares a time table for daily teaching activities in the college. Academic Planning Committee distributes other committees as per the suggestions of the CDC. There is monthly meeting for the systematic implementation as per the given academic calendar of the college and university. There are various committees in the college as Academic calendar Committee, Research committee, for Social work practicum committee, Sport Committee etc. Academic calendar, Research, for Social work practicum and teaching plan are made for the continuity of a new session. As per Rashtrasant Tukdoji Maharaj Nagpur University Nagpur syllabus changes planning are made for the future study of the student. For the suitability of the student's other media, University prescribed syllabus is translated into student understanding languages. Principal reviews an academic planning committee's periodic reviews in the year. Teachers complete the syllabus within the given time. Tutorials/ projects, class tests and internal assessment are implemented in the college as a formal evaluation process and students clears their problems by meeting with the teachers and administration encouraged them to meet faculty regularly for study topic discussion. Remedial Coaching classes will be arranged as per the teacher's instructions to boost students' confidence in the University examinations. Teacher's feedback from students is obtained annually and related teacher informed to implement such suggestions in their teaching. Students Feedback is taken for the respective teachers informally so as to understand the learning by the students. Observation, analysis, and explanation are used for the holistic development of the teacher and syllabus is one of the important factors in it. Social work college is like a library where varied activities such as agency visits, study tour, Sevagram, Aurangabad, Ahmednagar visits are used to help students in classroom learning and teaching. ICT enabled teaching is implemented in the college for better quality teaching through equipped with smart classrooms, virtual classrooms, audio-visual and other net facilities for competitiveness of the currents trends and patterns to attract the students. Workshop, seminar, group discussion, quizzes are used as a measure of Interactive teaching. It is implemented as per the student's participation in group discussion, quizzes, seminars; lecture etc is delivering for the student's future competitive examinations.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
VAP BSW-I	NA	01/07/2018	6	Yes	Yes
VAP BSW-II	NA	01/07/2018	6	Yes	Yes
VAP BSW-III	NA	01/07/2018	6	Yes	Yes
VAP MSW-I	NA	01/07/2018	6	Yes	Yes
VAP MSW-II	NA	01/07/2018	6	Yes	Yes

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MSW	NA	01/06/2018
BSW	NA	01/06/2018
No file uploaded.		

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
BSW	NA	01/06/2018
MSW	NA	01/06/2018

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

	Certificate	Diploma Course
Number of Students	250	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
ICT and Computing Skills	01/01/2019	250
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	NA	132
MSW	NA	118
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
Kumbhalkar College of Social Work, Wardha affiliated to Rashtrasant Tukdoji Maharaj Nagpur University, Nagpur and run by Rashtrasant Tukdoji Maharaj Technical Education Society, Nagpur has feedback system for overall development and explanation of improvement. There are different committees in the college

for effective implementation of the planning. Feedback committee is also one of its which is taken from in a form or decided format are design for stakeholders. There is the facility of suggestion box for stakeholders for improvement. College administration takes feedback from student, faculty, alumina, student satisfying survey, employee and parents etc. College took these feed backs annually on teaching, learning, infrastructure, teacher quality etc. aspects are analysed by the feedback committee. Members of the committee suggest corrective things to the respective teachers to follow. Committee give most importance to Student exit survey for the capability enhancement of students. Last year students give Feedback about it infrastructural facilities for improving the facilities. Parents Feedback form is taken in an interaction session during parent teacher meetings. Sometime these feedback forms are given at home to students so that feedback should be filling up with their facility. Alumni Feedback and suggestions for improvement in the college plays an important role in the improvements. Employer Feedback is collected from private company, NGO for student's welfare in the future. Feedback back teams conduct the exercise of student feedback every year. We have a system of taking feedback from students on infrastructure and also subject wise teachers. College feedback system follows Expression, subject knowledge, teaching aids, teaching methodology etc. Points of 5 scales which is analysed by our feedback committee team taking appropriate decisions for improving the infrastructure and also quality of teacher. Managements of the institute take necessary steps on the feedback committee submitted report. Teaching-learning process is evaluated from the alumni feedback and exit students feedback. The shows the current condition of the teaching learning process of the college. Institutes place the improving positions of the college for further action. All the staff of the college helps each other to develop the college educational field. The feedback plays an integral role in the continuous improvement in the standard quality of education in the institute. Student's feedback is taken from the student to know the real condition of the college academic development and needs. Experts and external examiners feedback on quality of our students decides the implementation of the academic planning of our college. On the basis of these feedbacks modification and change in the system is corrected as per the suggested planning.

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
BSW	NA	60	60	58
MSW	NA	60	60	60
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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
2018	132	118	18	16	18

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
18	16	5	2	1	5
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No file uploaded.					

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

Students mentoring system available in the institution Kumbhalkar College of Social Work, Wardha affiliated to Rashtrasant Tukdoji Maharaj Nagpur University, Nagpur and run by Rashtrasant Tukdoji Maharaj Technical Education Society, Nagpur has mentoring system since 2015 for inspirational and motivational relationship between student and teacher for continuous mentoring system and guide to the student in academic and personal matters. Field work plays an integral part in the mentoring of the students in the given framework. This is the continuous process where all the related matters are discussed and analysed for the future modification and improvement. The main aim of student mentorship are as given below: 1. To maintain educational modification system in the college 2. To build strong Teacher-student relationship 3. To improve academic performance and attendance of the students. 4. To minimise a students drop out ratio. 5. To create discipline and punctuality in the institute 6. To inform students parents regularly to understand the development of their student. College teaching staff had given the responsibility of 15-20 students each for implementing the mentoring of students related to the streams of studies and core subjects they are studying in the college. Mentors who are also guides of field work practice maintain and update the mentoring data after collecting all this information mentors are expected to offer guidance and counselling when they require. Each mentor has their own system and method of m At least 1 to 2 meetings arranged by mentors for their mentee each week. Though the system has been implemented from the start of college as field work is an integral part of the total teaching program, significant improvement in the teacher student relationship as observed. Mentor system is used to identify the slow and advanced learners by the analytic study of the related student and the teacher in that process on the remedial coaching classes. College has an integrated method of mentoring as given below. 1. Career selection and higher education is used for the professional guidance considering the goal of the student. 2. Career enhancement can be done through the self employment entrepreneurship development in the college working. 3. For overall performance of the student varied coursework are implemented in the college for fulfilment of the student's improvement. 4. Two days field work of the student in the society help them to discuss their problems and other points with the mentor. Outcome of this system A) Problem of the student solved with ease B) Student presence has increased with the impression of mentor C) Student teacher relation is improved in the matter of the time given for the problem solution and enhancement of improvement.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
250	18	1:14

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
18	18	Nil	Nil	8

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
2018	NIL	Nil	NIL

No file uploaded.

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MSW	NA	NA	01/06/2018	31/05/2019
BSW	NA	NA	01/06/2018	31/05/2019

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 university and adheres to the syllabus laid down by the university. We follow guidelines and methods for continuous internal evaluation as prescribed by university. Students are made aware of the evaluation process in the orientation program at the beginning of the semester, an academic calendar with the continuous internal evaluation (CIE) dates displayed on the college notice boards. Out of 100 Marks, 80 Marks are allotted for University theory examination and 20 Marks allotted for internal evaluation. Broadly internal marks are given based on Assignments, Tests, Attendance and Overall conduct of students.

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

Principal along with the Vice Principal, IQAC coordinator and all class directors held annual meeting at the start of the session to plan an Academic calendar of the year for the conduct of examination, field work, study tour, NSS Activities etc. As per the instructions and regulations of the Rashtrasant Tukdoji Maharaj Nagpur University, Nagpur academic calendar and timetable. There is a systematic arrangement of all the activities during the whole session for the students. All the activities and events of the College are according to an academic calendar which is designed considering the entire university academic calendar. There are a fifteen week academic calendar which is planned according to the all educational activities considering start of date, closing ending dated of the session, internal evaluation period, important program ceremony, cultural festivals, study tour report submissions, social work practicum, session exams etc. There is an effective system of flexibility in the academic calendar, schedule of internal exam and exam dates, university theory exam, and practical exam schedule all are displayed on the notice board for the students understanding. There is the consideration of curricular and extracurricular activities in the academic calendar for student's holistic development during the whole session. All the activities are under the guidance and instructions of the college Principal in charge who is the academic monitoring cell. The academic monitoring cell is responsible for ensuring a proper academic calendar and teaching learning process. For all the evaluation process of the students their presence in the class , in the related subject, participation in the curricular and extra-curricular activities are included for as parameters of the quality of the student performance. All such students are praiseworthy whose information sent to their parents for their future better performance. The students whole whose performance is not good in the all these parameters such students parents are informed by the college administration for their better performance. List of defaulter's students is notified fortnightly and the parents are informed. Teachers are supposed to maintain a course file of their subjects. All students performance in the

assignments, exam are discussed with the parents in meeting at the middle of the session send through letters college send them their performance.

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://kcswardha.in/>

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
B.S.W	BSW	NA	49	38	77.55
M.S.W.	MSW	NA	50	45	90
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2.7 – Student Satisfaction Survey

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

<http://kcswardha.in/>

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
Any Other (Specify)	0	NIL	0	0
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
FDP on Trends in Research	Social work	11/07/2018

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
NIL	NIL	NIL	Nil	NIL
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
NIL	NIL	NIL	NIL	NIL	Nil
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
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)
National	Social Work	18	5
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	13
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
NIL	NIL	NIL	Nill	0	NIL	Nill
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
NIL	NIL	NIL	Nill	Nill	Nill	NIL
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	11	Nill	Nill
Presented papers	2	11	Nill	Nill
Resource persons	Nill	Nill	Nill	Nill
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
NSS and Extension Activities	Institute	18	250
No file uploaded.			

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
NSS and Extension Activities	Appreciation Letters	GOs and NGOs	250
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/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
NSS and Extension Activities	Institute	NSS and Extension Activities	18	250
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
Field Work of BSW and MSW Students	250	Institute	365
Guest Lecture for students	250	Institute	5
Study Tour of final year students	34	Institute	1
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
Internship	Block Placement Training	Achrya Vinoba Bhawe Rural Hospital, Wardha	16/07/2018	16/08/2018	10
Internship	Block		16/07/2018	16/08/2018	08

	Placement Training	Maharashtra State Rural Livelihood Mission, Wardha			
Internship	Block Placement Training	Stri Mukti Sanghna, Mumbai	17/07/2018	17/08/2018	05
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
DATTA MEGHE INSTITUTE OF MEDICAL SCIENCES, Sawangi (Meghe) Wardha, INDIA	05/03/2019	Article-1: exchange of staff and students article-2 e27training of teachers and students article-3 joint supervision of studen	52
Youpreneur Pvt. Ltd., Nagpur	10/07/2018	1. Free Motivational Leadership Seminars and Workshops for student's entrepreneurship development. (One Done), 2. Idea's To Reality Training Module (paid) for 03 month and 6 sessions as per th	17
Jan hit Manch Wardha	14/08/2018	1. Create continuous contact between both parties. 2. To exchange view for confining city development policy	54
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
168000	175000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added

Classrooms with Wi-Fi OR LAN	Existing
Seminar Halls	Existing
Class rooms	Existing
Campus Area	Existing
No file uploaded.	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Smart School MIS	Partially	1.0	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	857	69751	128	12718	985	82469
Reference Books	285	215330	32	18553	317	233883
Journals	18	Nil	Nil	Nil	18	Nil
Digital Database	3	Nil	Nil	Nil	3	Nil
CD & Video	9	Nil	Nil	Nil	9	Nil
Others (specify)	2434	487202	22	4020	2456	491222
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
NIL	NIL	NIL	Nil
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	29	1	50	0	1	1	2	50	0
Added	0	0	0	0	0	0	0	0	0
Total	29	1	50	0	1	1	2	50	0

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

50 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
Nil	http://kcswardha.in/

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
150000	143000	90000	88000

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

The institute has developed a standard methodology for utilization maintenance of all physical, academic support facilities available in the campus. Laboratories: The labs in the institute are administered by Laboratory In-charge (a faculty) and Laboratory Assistant. In case of any maintenance/repairs, the Laboratory In-charge initiates the appropriate corrective action in consultation with the principal of the institute. Utilization of support facilities: The infrastructural and resources utilization of the institute are administered by the Principal. Faculty are allowed to put up to the principal of the institute requirement if any with regards to extension, renovation, alteration, relocation etc. of the available resources and facilities. Sport / Ground Maintenance A faculty is assigned the responsibility of maintaining sports accessories and supporting accessories of indoor and outdoor games. Maintenance of ground, sport kits and all consumable items are brought from outside vendor as per the requirement. House Keeping of classrooms, laboratories and the entire institute campus Institute has in-house house-keeping team which looks after all the cleanliness of the classrooms, laboratories and the entire institute campus. IT Facilities Institute has appointed Computer Technician to maintain the IT facilities in the Institute which includes maintenance of computers, LCD Projectors, Printer, Scanner and other peripherals. Electrical Maintenance All the electrical maintenance of the peripherals, equipments, infrastructure and power related resources available in the institute is carried out by electrician hires from outside as and when required. Garden Institute calls outside gardener to takes care of garden, lawn and the indoor plants placed at various locations in the institute

<http://kcswardha.in/>

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	NIL	0	0
Financial Support from Other Sources			
a) National	GOI	178	1163211

	Scholarship/Free ship		
b) International	Nil	Nil	Nil
No file uploaded.			

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Remedial coaching	01/10/2018	67	Subject Teachers
Personal Counselling and Mentoring	01/07/2018	250	Inhouse
Field Work Practicum	01/01/2019	58	1. Primari School, Wardha 2. Aaganwadi, Wardha
Environment tour	24/12/2018	50	Morshi Dam
Observational Agency visits	27/08/2018	58	1. Govt. Remand Home, wArdha 2. Mukbadhir Vidyalaya, Nalwadi 3. PHC, Nalwadi 4. Chetna Vikas Sanshtha, Wardha
Study tour	03/09/2018	34	Water NGO, Ahmednagar 2. Snehalaya, Ahmednagar 3. Gram-panchayat, Ralegansiddhi 4. CYDA, Pune 5. NIRMAN NGO, Pune
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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
2018	Guiding Programme on competitive examination Career Counselling	102	102	2	49
2018	Sanvidhan Sanman Exam	50	50	50	Nil
2018	Guidance for NALSA Scheme	94	94	94	Nil

No file uploaded.

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
Nil	Nil	Nil

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
GOs and NGOs	92	49	NA	Nil	Nil
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	29	B.S.W	B.S.W	KCSW Wardha	M.S.W. (PG Program)
No file uploaded.					

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

Items	Number of students selected/ qualifying
Any Other	2
No file uploaded.	

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

Activity	Level	Number of Participants
Annual Cultural Day	Institute	250
Annual Sports Day	Institute	250
No file uploaded.		

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/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	NA	National	1	1	86802863 4773	Praful Yogeshwar Tijare
No file uploaded.						

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

As per the directions of the Director, Students' Welfare and affiliating University, Institute Student's Council is formed. The Student Council consists of following members:- • General Secretary • Cultural Secretary • Sports Secretary • Ladies Representative • Reserved Category Representatives • Class Representatives • Faculty nominated by the Principal The main objective of forming the student council is to develop the leadership qualities in students and the other objective of student council is to organize sports and cultural event every year . Students are also actively involved in various other institute level committees like Grievance Redressal and Anti Sexual Harassment Committee, Anti Ragging Committee, Library Committee, Women Internal Complaint Committee/Woman Development Cell, IQAC, SC/ST Cell, OBC Cell etc.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The alumni Association of Kumbhalkar College of Social Work, Wardha is on the functional level. Efforts are going on for registering college in the alumni association. Prof. Rameshwar Vhandkar coordinator of this committee working hard for its completion. According to Institution Registration Act 1860, Kumbhalkar College of Social Work, Wardha had tried to evolve institutional development. For it college officials and with institutes secretary Mr Yugant Y. Kumbhalkar, President Dr. Yogesh K. Kumbhakar support full heartedly. In this regard college Principal Dr. Chandu K. Popatkar, Vice-principal Dr Arvind Ghongade and senior professor Satish Dhawad's contribution is very important. In addition to it Prof. Rameshwar S. Vhandkar's efforts are also unexplainable the way in which he has striven hard for it. Prof. Rameshwar S. Vhandkar has working as a current co-coordinator of this committee. An Alumnus Association is working right from the start of the college in 1993 but its working was on the functional level. In the year 2017-18 college had tried to register it and Prof. Rameshwar Vhandkar is at the last stage of its registering. He has formed college Alumni Association as "Kumbhalkar Alumni Association, Wardha, TahDist. Wardha".

5.4.2 – No. of enrolled Alumni:

92

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

46000

5.4.4 – Meetings/activities organized by Alumni Association :

02

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)

Kumbhalkar College of Social Work, Wardha affiliated to Rashtrasant Tukdoji Maharaj Nagpur University, Nagpur and run by Rashtrasant Tukdoji Maharaj Technical Education Society, Nagpur has placement process from the Krishnaleela Career Guidance Placement Centre, Faculty and student Committee for the placement in different field of employment in the society. College had also the College Development Committee for the recruitment of the college student in

various job profiles as per the need and requirements of students and placement team. There is the special NGO connection of the members of CDC and faculty members, alumina who are the working team for the new employment of the students in the various employment parts in the Wardha district. All the conditions and requirements of the job and service are discussed with the college students before opening the job profile for the commonness in the work of their duty. College Student committee on placement is an integral part because their recommendations is one of the concerning factor of the students employment part. Student's problems and grievance regarding to the placement policy is circulated among the student during joining of the duty workplace. Krishnaleela Career Guidance Placement Centre at Kumbhalkar College of Social Work, Wardha collaborates with different NGO, company, and institute director with the faculty mentors and student body. Main purpose of all such activities is to concentrate on the guidance and counsel of the students on their social career option. All their work of the guidance is based on the in-depth conversation between the student, faculty, mentor, Career Centre representative and service provider along with the given the strength and weakness of the student is concerned about. All the problems at last solved at the principal level with the help of other possibilities in such field of study. There is the mechanism to include the parents for the suitability of the employment and leadership during the whole process.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	Kumbhalkar College of Social Work, Wardha is affiliated to Rashtrasant Tukdoji Maharaj Nagpur University, Nagpur so it strictly follows the rules and regulation of Maharashtra government department of Social Justice with RTM Nagpur University, Nagpur. As per the university rules and regulations of the admission process college is obediently follows the instructions as given time to time for the further improvement and development of the students and staff.
Industry Interaction / Collaboration	Kumbhalkar College of Social Work, Wardha has collaboration with various institutions and NGO's for the proper and directional development of the students, staff and the college. Related committee and staff organise NGO visits as a field work in the year respective fields to enhance the practical knowledge and experience of the students' to expose the students to the world. All the committees of the college have varied type of MoU's with the different institutes, field work place etc. as per the need of the students.

<p>Human Resource Management</p>	<p>Kumbhalkar College of Social Work, Wardha has an effective and inspirational management body for staff' career development. They organise a frank discussion on vacancies and appointments with the staff at the end of every academic year to check the staff opinion. They are always in the favour of all the faculty members' attendance in the varied topic and issues conference, seminar and workshops in this academic calendar year.</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>Kumbhalkar College of Social Work, Wardha has a vast and varied library for the students, staff and different readers. There is complete, clear and logical process for library book reading. Library is the soul of college so it very important that it has to be handled with utmost care. It is the a centre of learning on the campus for the students and learners who took the books for academic learning and references which are extensively made available to them anytime from 8:30 to 5:00 p.m.. College library has become an undoubted part of research helping students with useful materials. The faculty and the members of the library meet at the beginning of the academic year to discuss the plan, the various duties and functions to be carried out throughout the whole year of learning.</p>
<p>Examination and Evaluation</p>	<p>Kumbhalkar College of Social Work, Wardha follows the examination and evaluation rules, regulations and the scheme of to Rashtrasant Tukdoji Maharaj Nagpur University, Nagpur. There is continuous internal assessment through viva-voce. Internal examinations are informed to the students through notice book and notice board in the beginning of the year through the academic. Students are also informed about varied information through the principal, teachers and the supervisors as they need. Students are encouraged to concentrate on their research and development as quick as possible. They are motivated by research the staff and students are motivated to register and complete their UG and PG degree to promote that skill in their personality for their future career and development. College administration and staff also notice in</p>

the quality of the research to enhance the standard of research to promote research habit among the students. They are suggested to choose the varied subjects from the family, society, school etc. to solve the recent social problem for their research. College follows the research rules and regulations as per the guidelines of Rashtrasant Tukdoji Maharaj Nagpur University stated syllabus that each final year students have to do research projects to complete their degree.

Curriculum Development

Kumbhalkar College of Social Work, Wardha affiliated to Rashtrasant Tukdoji Maharaj Nagpur University, Nagpur and run by Rashtrasant Tukdoji Maharaj Technical Education Society, Nagpur has curriculum development system for the welfare of the students. Curriculum has an integral role in the Social Work Education as per the need of the social work field of the society. College staff and field work supervisors strictly follows the university syllabus and instructions for the development of the studious and needy students. College teaching staff provides students the theoretical and practical knowledge to the students for their future work in the society and work-field. Teaching and learning Teachers of Kumbhalkar College of Social Work, Wardha have used the various teaching method as per the topic and subject they are teaching in the class. Some of these methods are as given below: 1. Lecture Method 2. Question-answer Method 3. Chalk and Talk method 4. Projects and Assignment 5. Paper Presentations 6. Group Discussion 7. Creative Writing 8. One to One teaching 9. Audio visual AIDS 10. Quiz 11. Spoken English Communication skill 12. Seminar and Workshops 13. Interactive sessions 14. Role play method 15. Education Tour and NGO agency visits

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

E-governace area	Details
Planning and Development	Yes
Administration	Yes
Finance and Accounts	Yes
Student Admission and Support	Yes

Examination

Yes

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
2018	18	conference/ workshop	NA	18000
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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)
2018	One Day Faculty De velopment Program One day national seminar on Fostering innovation Creativity to promote social ent erprises in Social Work Colleges	One Day Faculty De velopment Program	11/07/2018	11/07/2018	17	13
2018	One day national seminar on Fostering innovation Creativity to promote social ent erprises in Social Work Colleges	One day national seminar on Fostering innovation Creativity to promote social ent erprises in Social Work Colleges	08/12/2018	08/12/2018	18	13
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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	Number of teachers	From Date	To date	Duration
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professional development programme	who attended			
Orientation Programme, HRDC Punjab University Chandigarh	1	01/05/2018	28/05/2018	27
Capacity Building Programme for Social Science Faculty members, Sardar Patel Institute of Economic and Social Research, Ahmadabad and ICSSR New Delhi	1	18/02/2019	27/02/2019	09
Faculty Development Programme For new NAAC Methodology, Rashtriya Uchhastar Shiksha Abhiyan (RUSA) Maharashtra RTM Nagpur University Nagpur	1	04/12/2018	06/12/2018	02
Refresher Course, HRDC, D .D.U.University , Gorakhpur (UP)	2	02/11/2019	15/11/2019	13
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	Nill	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
PF, Loan Assistance, Medical Insurance, Duty Leaves	PF, Loan Assistance, Medical Insurance, Duty Leaves	PF, Loan Assistance, Medical Insurance, Duty Leaves

6.4 – Financial Management and Resource Mobilization

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

he institution conducts internal and external financial audits regularly. Internal Audit Mechanism: Responsibility of internal audit is entrusted to Accountant of the college office. The rules of general finance and audit are observed while maintaining accounts. External Audit: The accounting documents of the institution are regularly audited by the qualified chartered accountant. The top management representative audits and gives necessary instruction as and when required.

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
Nil	0	NA
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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Other Institute	Yes	Principal
Administrative	Yes	Other Institute	Yes	IQAC Coordinator

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

Parents-Teachers meeting • Parents-Teachers meeting

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

1.Faculty Development Programme 2.Research Orientation Programme for Faculty 3.Social Work Research Orientation Programme for Students 4.Orientation Programme on Future Life Partner 5.Inform to Student about Food Security
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6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Library stock register is used to check record, new books note sheet. It is for the purpose of purchasing book. New books purchased with the permission of college principal. 2. Academic calendar is made at the start of session and all work does as per it. 3. Each faculty member made a list of absent students. Their orientation has taken with the permission of college principal. 4. Class teacher call absent student's parents and inspire to come regular in college. 5. Committee made of college level. Following to comments documents verified in which principal chairman is. Attendance registers of the staff. Service books of the staff. Salary registers. Movement registers. CDC meeting minute register. College council meeting minute register. IQAC meeting register cash book ledger etc. General stock register 6. Academic achievement of the faculty is assessed and ARI and necessary steps are taken.

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
2018	IQAC Initiatives	01/06/2018	01/06/2018	31/05/2019	268
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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
Gender Equity Programs	01/06/2018	31/05/2019	182	100

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
Tree plantation program organised by NSS at I.T.I. Tekdi, Wardha dated on 05/09/2018 LED usage Swach Bharat Abhiyan

7.1.3 – Differently abled (Divyangjan) friendliness

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

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
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2018	3	2	01/06/2018	365	Hostel, Canteen, Doctor on Call	Stay, Food, Medical	268	Nil
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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)
HR Manual	01/07/2018	Code of conduct adherence committee

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Various days, birth death anniversaries of great Indian personalities	01/06/2018	31/05/2019	268
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Printing on both sides of paper To reuse single side prints To observe no vehicle day To ensure use of bicycles

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Faculty research publications. 2. VAP for the students

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

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

Block placement of the 49 students in reputed organizations.
Provide the weblink of the institution
http://kcswardha.in/

8.Future Plans of Actions for Next Academic Year

1. Improvement in student progression. 2. Involvement of students in various committees. 3. Strengthening IQAC initiatives. 4. Registering Alumni Association