Madras School of Social Work

32, Casa Major Road, Egmore, Chennai - 600008
(An Autonomous Institution Affiliated to the University of Madras)
Accredited by NAAC with "A" Grade

Annual Quality Assurance Report (AQAR) for the Year 2018 - 2019

Submitted to NAAC
by
IQAC Team

Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	MADRAS SCHOOL OF SOCIAL WORK
Name of the head of the Institution	Dr. S. Rajasamuel
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	04428194566
Mobile no.	9444462450
Registered Email	principal@mssw.in
Alternate Email	rs@mssw.in
Address	Madras School of Social Work 32 Casa Major Road, Egmore, Chennai-600008 Tamilnadu State
City/Town	Chennai

State/UT	**Tamil Nadu**
Pincode	**600008**

2. Institutional Status

Autonomous Status (Provide date of Conformant of Autonomous Status)	**16-Jun-2006**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**Self financed and grant-in-aid**
Name of the IQAC co-ordinator/Director	**Dr. J.Chandrasekar**
Phone no/Alternate Phone no.	**04428192824**
Mobile no.	**9444479960**
Registered Email	**iqac@mssw.in**
Alternate Email	**j.chandrasekar@mssw.in**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	**https://mssw.in/wp-content/uploads/2021/07/aqar-2017-2018-mssw.pdf**

4. Whether Academic Calendar prepared during the year | **Yes**

if yes,whether it is uploaded in the institutional website: Weblink :	**https://mssw.in/wp-includes/images/media/calender%202018-2019.pdf**

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B++	85.90	2004	16-Feb-2004	26-Mar-2011
2	B	2.84	2011	27-Mar-2011	26-Mar-2016
3	A	3.14	2016	16-Oct-2016	05-Oct-2021

6. Date of Establishment of IQAC

01-Jun-2007

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
Academic and Administrative Audit	21-Mar-2019 1	15
NIRF Submission	06-Dec-2018 1	15
AISHE Submission	05-Feb-2019 1	15
Faculty Development Programme (FDP) on Social Auditing and Impact Assessment	08-Apr-2019 1	54
Faculty Development Programme on MOCCs Course Designing and Curriculum Development	23-Nov-2018 1	54
New Faculty Orientation Programme	22-Nov-2018	20

		1	
Student Feed Back Review Even Semester	30-Apr-2019 1	5	
UGC Autonomy Review Committee visit	15-Oct-2018 2	20	
AQAR Submission	23-Jul-2018 1	15	
IQAC Meetings Second Quarter	24-Aug-2018 1	14	

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8. Provide the list of Special Status conferred 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
Dr. A.Enoch MSW Aided	Minor Research Project	UGC	2018 2	170000
Dr. V. Sakthi Regha & Dr. J.S. Gunavathy MSW Aided	Major Project	School of Education under PMMMNMTT Under the Ministry of MHRD & Gandhigram Rural Institute	2018 2	315250
Dr. K.Sathyamurthi MSW Aided	Major Project	National Institute of Epidemiology & ICSSR	2018 2	6400000
Dr.S. Rachel MSW Self Financed	Training Prog	National Institute of Social Defense, New Delhi	2018 1	230650
Dr. Suchismita Goswami MA	Tobacco	Social Defense Camping for Tobacco Free	2018	755208

Social Entrepreneurship	Control Project	Kids	1	

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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 :	4
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)

Conducting Annual Academic and Administrative Audit (AAA) as per the NAAC regulations by the External Peer members from the academic and administrative institutions under the University of Madras.

Instrumental for designing more employability oriented courses by the different Board of Studies (BOS), Madras School of Social Work.

Getting feedback from all the stake holders for implementing quality standards in all aspects inside the campus and maintaining bench mark among social science institutions

Instrumental for Promoting more number of students' advisory sessions and workshops for enhancing their attitudes and skills as being a best resource / social worker of the country.

Maintain to continue tobacco free, Ragging free, plastic free campus and also maintain transparent

admission policies for UG, PG and Research degree admission in every year. And Instrumental for preparing student appraisal, faculty appraisal and based on the outcome of such appraisal, arranging/introducing remedial and bridge courses for students and equipping/improvising the talents and skills on class room handling for the faculty members.

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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
Preparation of Student Satisfaction Survey report by using online data collection	Materialise to submit the students' Satisfaction survey through Student's Portal i.e IBoss Software before their end semester examinations
Plan for conducting External Peer team visit for UGC Autonomy Extension in the month of September 2018	Arranged the External Peer Team Visit for UGC Autonomy Extension on 15th & 16th October 2018
Plan for conducting a session on Student Centred Learning for faculty members.	Conducted a Workshop on "STUDENT CENTERED LEARNING" by Dr. Cynthia Dettman on 22nd February 2018
Planning for a Workshop on Designing courses in SWAYAM MOOCs Platform	Conducted a Faculty Development Programme on Designing MOOCs Course & Curriculum by Dr. S. Gowri, Director, Educational Multimedia Research Centre (EMMRC), Anna University, Chennai on 23rd November 2018
Planning for a Workshop on Project appraisal Writing and Assessment	Conducted a Faculty Development Programme On Impact Assessment and Social Audit by Ms. Marie Banu J, Director, CSIM, Social Auditor on 8th April 2019

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date

College Governing Body	**10-Nov-2018**

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**Yes**
Date of Visit	**15-Oct-2018**
16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2019**
Date of Submission	**05-Feb-2019**
17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**1. Biometric Attendance for Teaching, Non Teaching a faculty and Research Scholars 2. Library Book Keeping Ledger 3. Maintenance of Student Attendance — (Iboss System) 4. Internal Marks Posting — (Iboss System) 5. PG UG Admission Process — (Iboss System) 6. Office Correspondence through inhouse mail platform. 7. Smart MSSW App for Smart Phone Access to Faculty and Students 8. NONVISUAL DESKTOP ACCESS for Visually Challenged for students 9. Library Management System OPAC (Open Public Access Catalog) 10. Internal Marks, Attendance submitted through MIS to COE office. 11. All Communications sent to faculty through emails and conducting meeting in Online mode in specific cases.**

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Design and Development

1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

Name of Programme	Programme Code	Programme Specialization	Date of Revision
MPhil	M.Phil – SW	Social Work	15/02/2018
MSc	M.Sc – CP	Counselling Psychology	23/02/2018
MSW	MSW	Social Work	15/02/2018
BSW	BSW	Social Work	15/02/2018
MA	MHRM	Human Resource Management	31/01/2018
MA	MHOD	Human Resource and Organization Development	31/01/2018
MA	MDM	Development Management	31/01/2018
MA	MSE	Social Entrepreneurship	31/01/2018
BSc	BSc-Psy	Psychology	23/02/2018

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1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
MSW	Social Work	26/03/2018	Development Communication	26/03/2018
MSW	Social Work	26/03/2018	Human Rights	26/03/2018
MSW	Social Work	26/03/2018	Analytics	26/03/2018
MSW	Social Work	26/03/2018	Advanced Counselling Skills	26/03/2018
MSW	Social Work	26/03/2018	NGO Governance and Legal Compliance	03/12/2018
MSW	Social Work	26/03/2018	MIcro Finance for Inclusion	03/12/2018
MSW	Social Work	26/03/2018	Personal Financial Planning	03/12/2018
MSW	Social Work	26/03/2018	Palliative Care and Social Work	03/12/2018

| MA | HRM | 26/03/2018 | Compensation Benefits | 26/03/2018 |
| MA | HRM | 26/03/2018 | Organizational Development | 26/03/2018 |

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1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
PhD or DPhil	Social Work	01/06/2018
MPhil	Social Work	01/06/2018
BSc	Psychology	01/06/2018
BSW	Social Work	01/06/2018
MA	Social Entrepreneurship	01/06/2018
MA	Human Resource Management	01/06/2018
MSW	Social Work	01/06/2018

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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MPhil	Social Work	22/08/2018
MPhil	Psychology	22/08/2018
MSW	Social Work	18/06/2018
MA	HRM	18/06/2018
MA	HROD	18/06/2018
MA	Development Management	18/06/2018
MA	Social Entrepreneurship	18/06/2018
MSc	Counselling Psychology	18/06/2019

| BSW | Social Work | 18/06/2018 |
| BSc | Psychology | 18/06/2018 |

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
Three days Workshop on Advanced Quantitative Tools and Techniques for Research	09/02/2018	50
SPSS Workshop	05/12/2019	50
Workshop for Preparing UGC NET/SET Exams	10/02/2018	30
Civil Service exam Preparations a Strategical Discussions conducted by MSSW CIVIL SERVICE STUDY CIRCLE	21/07/2018	78
Special Lecture Course on "Enabling the Poor to Access Sources of Prosperity "World Bank Official Mr. Jayasankar Shivakumar I.A.S.	30/07/2018	110

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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MPhil	Social Work	5
MPhil	Psychology	2
MSW	Social Work	192
BSW	Social Work	125
MA	HRM	83
MA	HROD	87
MA	Development Management	79
MA	Social Entrepreneurship	24
MSc	Counselling Psychology	57

BSc	Psychology	143

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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

The stake holders feedback is obtained through the common portal i.e. iBoss System..,which is linked with the college website. And every end of the semester is obtained from their login IDs and that iBoss software is processed its outcome and given its analysis in the Excel format. The IQAC office is informing such outcome to concerned department like BOS, Admin Department or results. The feedback is shared with principal office for making essential remedial steps or procedures in the system what suggested by the stake holders and the Plan of Action of the same is discussed in the every quarterly meeting of IQAC. The Employer feed back is discussed with the placement cell of MSSW and suggested to make remedial courses or supportive courses to the students in a periodic manner and also creating the mentoring services for such students in a triangular platform of services along with Faculty members and recruiters/employers and College alumni .

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
MSc	Counselling Psychology	26	215	28

MPhil	Psychology	2	19	2
MA	Social Entrepreneurship	30	84	19
MA	Development Management	40	150	39
MA	Human Resource and Organization Development	40	254	44
MA	Human Resource Management	40	393	44
BSW	Social Work	40	357	43
MSW	Social Work Shift II Stream	40	854	44
MSW	Social Work Shift I stream	50	1280	50
MPhil	Social Work	5	13	5

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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	268	522	15	42	Nill

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	Numberof smart classrooms	E-resources and techniques used
57	57	23	15	2	24

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

One of the very important characteristics of a student is to Question. Let the students to ask questions - said by Former President of India and Scientist Dr. A.P.J Abdul Kalam. By this inspirational word, Madras School of Social Work (MSSW) are giving mentoring to the students in every department by allocating the faculty member in a exclusive manner by maintaining department wise records for improving their characters, attitudes and skills to compete with other meritorious students and track their success rate by using this Mentoring record. By this consent effort of dedicated faculty members of Madras School of Social Work is attaining 100 percent result in semester examinations and reaching the level of 100 percent in placement after their courses and even to cope with regular curriculum after getting the admission by the rural background students. This is happens only by the dedicated and enthusiastic faculty members of Madras School of Social Work. As outcome of this, MSSW attained the Top list in the national ranking in social work education accredited by INDIA TODAY ranking in educational Institutions and OUT LOOK Magazine in last year and also attained the leading scores in NIRF ranking, MHRD, Govt. of India. As an outcome of the this mentoring process, MSSW has addressed the students dropouts, financial inability for paying the fees(by arranging Management Scholarships, Alumni Scholarships or any other Scholar ships), Scholastic backwardness (providing remedial classes, bridge courses, Certificate courses, Add-on Courses from Swayam and NPTEL, enlightening them to bring their talents in curricular, co-curricular and extra curricular activities.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
797	57	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
57	57	Nill	6	27

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	Dr J.Chandrasekar	IQAC / CIQA coordinator	International Award on Best Paper Award for the Research Article Publication given by TJPRC
2019	Mr. V. Gajendran	Assistant Professor	YSI ASIA CONVENING, Institute of New Economic Thinking , Vietnam
2019	Mr. M.Antony stephen	Assistant	App Training for the agriculture students,

| | Professor | Royal University of Agruculture , Cambodia |

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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
MSW	MSW Shift I and Shift II Stream	First Semester/ First Year	16/11/2018	12/12/2018
MPhil	M.Phil-SW	Year End	01/03/2019	20/03/2019
MA	MHRM	First Semester/ First Year	16/11/2018	10/12/2018
MA	MHOD	First Semester/ First Year	16/11/2018	10/12/2018
MA	MDM	First Semester/ First Year	16/11/2018	11/12/2018
MA	MSE	First Semester/ First Year	16/11/2018	10/12/2018
MSc	MSc -CP	First Semester/ First Year	19/11/2018	11/12/2018
BSW	BSW	First Semester / First Year	19/11/2018	12/12/2018
BSc	BSc-Psy	First Semester / First Year	19/11/2018	12/12/2018
MPhil	M.Phil-Psy	Year end Semester	04/03/2019	13/03/2019

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2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
3	787	0.38

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)

https://mssw.in/outcome-based-education-obe/#program-outcome

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
MSW Shift I Stream	MSW	Social Work	53	53	100
MSW Shift II Stream	MSW	Social Work	43	43	100
MHRM	MA	Human Resource Management	40	40	100
MHOD	MA	Human Resource and Organization Development	44	44	100
MDM	MA	Development Management	39	35	90
MSE	MA	Social Entrepreneurship	19	16	84.21
MSC CP	MSc	Counselling Psychology	28	27	96.43
BSW	BSW	Social Work	40	37	92.50
BSC Psy	BSc	Psychology	46	43	93.47
M.Phil SW	MPhil	Social Work	5	4	80

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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)

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Promotion of Research and Facilities

3.1.1 – The institution provides seed money to its teachers for research

Yes			
Name of the teacher getting seed money	The amount of seed money	Year of receiving grant	Duration of the grant
Ms.Sivaranjani	2250	2018	30

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3.1.2 – Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
International	Mr. Gajendran .V	YSI ASIA CONVENING	11/06/2019	Institute of New Economic Thinking , Vietnam
International	Mr. M.Antony stephen	App Training for the agriculture students	20/02/2019	Royal University of Agruculture , Cambodia

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3.2 – Resource Mobilization for Research

3.2.1 – 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
Major Projects	180	Civil Society Intervention, Govt of Kerala	7.55	7.55
Minor Projects	550	UGC	1.7	1.7
Minor Projects	120	SQS India BFSI Limited	3	3

Minor Projects	180	Fiat Chrysler Automobiles	2.71	2.71
Minor Projects	365	Kone Elevator Ltd..,	1.79	1.79
Major Projects	1095	SIP - Academy of Abacus	6.45	5.5
Major Projects	730	Pandit Madan Mohan Malaviya National Mission, MHRD	3.15	1.89
Major Projects	730	ICMR-ICSSR	22.29	13.38
Minor Projects	730	UGC	1.25	0.94
Minor Projects	730	World Vision	1.4	1.4

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3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies during the years

15

3.3 – Innovation Ecosystem

3.3.1 – 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
Seminar on International day of persons with disabilities – Empowering persons with disabilities and ensuring inclusiveness and equality (Skills development)	Department of Social Work – BSW Programme	04/12/2018
Skills development – Dalit and Tribal Empowerment – The Reality Today	Department of Social Work – MSW Shift II Stream	04/09/2018
Research Methodology – SPSS WORKSHOP	Department of Social Work – MSW Shift I Stream	20/12/2018

Research Methodology - WORKSHOP on SPSS	Department of Social Work - MSW Shift II Stream	08/01/2019
One day Capacity Building Programme for students on Drug abuse and prevention (Skills development)	Department of Social Work - BSW Programme	22/01/2019
Skills development for women - Folk Art Training program	Department of Social Work - BSW Programme	07/01/2019
Skills development Visual Aids Communication /puppetry	Department of Social Work - BSW Programme	19/02/2019
National seminar on psychotherapeutic techniques (Skill enhancement)	Department of Psychology	08/03/2019
Threedays Sesnsitization programme for School Teachers and Counsellors on Children affected by Drug Abuse (Skill development)	Department of Social Work - BSW Programme	06/02/2019
Skills development - Visual Aids Communication /puppetry	Department of Social Work - BSW Programme	20/03/2018

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3.3.2 – 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
Innovatia-Crack the case - 2nd place	Vishwanathan A	Department of HRM, Madras School of Social Work	04/12/2019	First Position

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3.3.3 – 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
Social Entrepreneurship Incubation Centre of	SEIC	Society for Social	Nakuras	ECommerce based social enterprise	03/12/2019

Madras School of Social Work		Education Research			
Social Entrepreneurship Incubation Centre of Madras School of Social Work	SEIC	Society for Social Education Research	CLAY Project	social enterprise for designs and builds low-cost 3D printed assistive devices	03/12/2019
Social Entrepreneurship Incubation Centre of Madras School of Social Work	SEIC	Society for Social Education Research	Carbon Hubs	Social Enterprise for providing cleaner and healthier breathing environment in offices and at homes	03/12/2019
Social Entrepreneurship Incubation Centre of Madras School of Social Work	SEIC	Society for Social Education Research	Queen Eco Products	Producing eco friendly products	03/12/2019

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3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
Department of Social Work	3

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Department of Social Work	1	0.38
International	Department of Psychology	3	0.69
National	Department of Social Work	2	Nill
National	Department of Human Resource Management	1	Nill

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

Department	Number of Publication
Department of Social Work	14
Department of Psychology	5

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3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
No Data Entered/Not Applicable !!!			

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3.4.5 – 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
HRM and Employee Engagement Link: Mediating Role of Employee Well-being	Dr Sivapragasam	Global Business Review	2018	1	Madras School of Social Work	1
Designing Learning-Skills Towards Industry 4.0.	Dr P Amuthalakshmi	World Journal on Educational Technology Current Issues	2019	1	Madras School of Social Work	1

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3.4.6 – 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

| HRM and Employee Engagement Link: Mediating Role of Employee Well-being | Dr Sivapragasam | Global Business Review | 2018 | 1 | 1 | Madras School of Social Work |
| Designing Learning-Skills Towards Industry 4.0. | Dr P. Amuthalakshmi | World Journal on Educational Technology Current Issues | 2019 | 1 | 1 | Madras School of Social Work |

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	9	15	12	8
Presented papers	19	12	7	6
Resource persons	4	9	11	18

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3.5 – Consultancy

3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
Dr.S.RAJA SAMUEL, Department of Social Work	Impact Assessment Study	KUDANKULAM NUCLEAR POWER PLANT	793778
Dr.J.S. Gunavathy	ROAD TO SCHOOL	ASHOK LEYLAND	344000
Mrs P K Vathani	NEED ASSESSMENT	INTERNATIONAL ALLIANCE FOR PREVENTION OF AIDS	75000
Mrs P K Vathani	NEED ASSESSMENT	KONE ELEVATOR	179000
Dr.Enoch	SOCIAL IMPACT ASSESSMENT STUDY	LAND ADMINISTRATION DEPT, Govt of Tamilnadu	110000
Dr.Enoch	OCCUPANCY ASSESSMENT	Tamilnadu Slum Clearance Board, Govt of Tamilnadu	83000

Dr.V.SAKTHI REGHA Dr.J.S.GUNAVATHY	MINI RESEARCH	GANDHIGRAM RURAL INSTITUTE	315000
Mr.ANTONY STEPHEN	NEED ASSESSMENT	MANITA HEALTH INSTITUTE	120000
Dr.S.RAJA SAMUEL	SOCIO - ECONOMIC STUDY	MARINE INFRASTRUCTURE DEVELOPER PRIVATE LIMITED	2360000
Dr.S.RAJA SAMUEL	SOCIAL IMPACT ASSESSMENT OF CSR	INDIAN OIL CORPORATION LTD	736000

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3.5.2 – Revenue generated from Corporate Training by the institution during the year

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
Dr.Vijayathi Mala, Department of Psychology	Psychology at work	Tractors and Farm Equipment Limited (TAFE)	650000	35

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3.6 – Extension Activities

3.6.1 – 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 volunteers actively participated in anti-plastic awareness program held at Egmore Railway Station (Rally, wall painting and street Play)	NSS Unit Department of Social Work Psychology	3	50
World Day of Remeberence of Road Accident Victims	NSS Unit of MSSW R-Safe NGO	1	10
NSS volunteers organized Road user's safety awareness programme	R-SAFE NGO NSS Unit	2	30

NSS UNIT participated in Cancer awareness rally .	Datri foundation and cancer Institute NSS Unit	3	26
Medical Camp at Karalapakkam	Rotarct Club of MSSW	6	130
NSS volunteers observed SWACHHTA PAKHWADA – one day seminar on various issues of SWACHHTA	SWACHHTA PAKHWADA	6	100
NSS Volunteers actively participated in Koovam cleanup awareness.	Chennai River Restoration Trust	6	58
NSS Volunteers actively helped in "kerala flood relief" activity	Bhoomika Trust and Chennai Volunteers	6	44
Awareness campaigning on Disaster Management among college students	ECo Club, NSS Unit of Madras School of Social Work	6	115
Adopted Villages survey under UBA Scheme	Unnat Bharath Abhiyan Cell, IQAC, NSS of Madras School of Social Work	2	15

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3.6.2 – 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
Community Service for Rack Pickers	Awareness for usages against Micro Plastics	Corporation of Greater Chennai	50
Awareness Programme for against the Child Sexual Abuse	Recognitions for the Social Service	Tulir Foundations	40
World Polio day, cyclothon	Recognition of Community Services	Rotaract Club, Kodambakkam, Chennai	124

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3.6.3 – 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 activites	Number of students participated in such activites
AIDS Awareness Campaigning	International Alliance for Prevention of AIDS	RRC Volunteers participated in TOT program on HIV/AIDS.	2	40
Unnat Bharath Abhiyan Scheme	Unnat Bharath Abhiyan Cell, IQAC, NSS Unit of Madras School of Social Work	Adopted Villages Survey	3	15
NSS volunteers observed SWACHHTA PAKHWADA – one day seminar on various issues of SWACHHTA	SWACHHTA PAKHWADA	Skill development Training	6	100
Cancer Awareness Programme	Datri foundation and cancer Institute	NSS UNIT participated in Cancer awareness rally .	3	26
Firast Training amoung College Students	Alert Foundation	Alert Voice First Aid Training	6	75
Voting Awareness amoung the citizens	Corporation of Greater Chennai	Formed human chain to raise voting awareness - Egmore	6	115
Awareness on Child Mental Health	Institute of Child Health and Hospital for Childrens, Egmore, Chennai	NSS Volunteers put mehandi for the patients(children) and their family members for free of cost at INSTITUTE OF CHILD HEALTH HOSPITAL FOR CHILDREN, EGMORE	1	15
Awareness of Sexual abuse, Child	The Movement NGO	NSS Volunteers actively participated in Walk for Freedom – Walk against human	6	86

Trafficking, Bonded/Child Labour, and Child Marriage		trafficking sex trafficking, child trafficking, child labour, child marriage at Beasant Nagar Beach		
Nutrition Menstural Hygiene for Chennai girls higher secondary school	Public Health Department, KMC Govt Hospital NSS Unit of MSSW	NSS volunteers created awareness on the importance of Nutrition Menstural Hygiene for Chennai girls higher secondary school Saidapet.	1	8
Menstrual Hygiene1	Chennai School for Girls Public Health Department	Puppetry on Prevention of Child Sexual Abuse and talk on Menstrual Hygiene	1	8

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3.7 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Field Observation, Research conduction	Community People, Field Staff and Students	Funded by IAPA – International Alliance for Prevention of HIV/AIDS	365
Community Study Research	Community People, Panchayat President, V.A.O, School teachers, Cooperative Bank, Students and Industry	Funded by Kone Elevators	365
Community based inclusive development programme	Field Volunteers & Challenged People Zone 8	Funded by German Leprosy TB Relief Association India	180

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3.7.2 – 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

Field Study	Field Research	World Vision of India	20/03/2019	13/12/2019	Students Volunteers and field staff of World Vision
Community Study	Community based inclusive development programme	German Leprosy TB Relief Association India	02/08/2018	31/07/2019	Challenged People Zone 8 Students Volunteers
Focussed group Discussions, Field Survey study	Need Assessment Survey	Kone Elevator India Pvt. Ltd., No.50, Vanagaram Road, Ayanambakkam, Chennai - 600 095	06/07/2018	30/08/2019	Community People, Panchayat President, V.A.O, School teachers, Cooperative Bank, Students and Industry
Field Observation, Research conduction	Field Research	IAPA - International Alliance for Prevention of HIV/AIDS, No.23/67, Nelson Manickam road, Choolaimedu, Chennai-600 094	03/10/2018	31/10/2019	Community People, Field Staff and Students

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
International Alliance for the Prevention of AIDS	03/06/2019	TOT on HIV/AIDS for BSW Students. Community Education on HIV/AIDS to school students, college students and the general public.	84
KELSA managment	01/08/2018	HRM certificate courses .	25

solutions			
SIP ACADEMY	11/07/2018	Pre Research need analysis, data collection, data analysis and need to carry out intervention and post study - On going	54
RADICALS	11/06/2018	Data collection and analysis done - on going due to pandemic	38
Cape comorin Resource Foundation	21/01/2019	student internship, Incubation support, feasibility studies.	110
Climate Smart Technologies (CST)	11/02/2019	Smart App development, student internship , collaborative projects.	180
Ministry of Youth Affairs and Sports, Govt of India	12/08/2019	Orientation Training Programme for NSS Programme Officers	88
Karalapakkiam Village Committee, Thiruvallur District	07/06/2018	community Development Activities in the areas of Health, eduation,livelihood and Environment.	83

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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
31.17	30.21

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Seminar halls with ICT facilities	Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Classrooms with LCD facilities	Existing

Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Others	Newly Added

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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
Auto Lib-International OPAC Software	Partially	Advanced Edition	2002
Auto Lib Mobile Android	Fully	College Library Edition version 2.5	2002
DSpace Repository	Fully	College Edition	2016
Talking Library for visually challenged	Fully	Braille computer version 2008	2013

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	15000	4157000	335	158000	15335	4315000
Reference Books	4350	1655000	315	392000	4665	2047000
e-Journals	3	6500	1	1450	4	7950
Digital Database	2140	Nill	385	Nill	2525	Nill
Library Automation	6	335000	1	85000	7	420000
e-Books	8	4650	1	495	9	5145
CD & Video	100	2850	Nill	Nill	100	2850
Journals	58	89500	1	1050	59	90550
Weeding (hard & soft)	78	Nill	35	Nill	113	Nill

| Others(specify) | 3 | 150000 | Nill | Nill | 3 | 150000 |

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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 !!!			

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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	65	35	2	1	25	12	34	1000	0
Added	25	3	1	0	3	2	5	100	0
Total	90	38	3	1	28	14	39	1100	0

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

1100 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 incurredon maintenance of physical facilites
92.5	108	137.57	151.32

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)

The Internet Center was established in the year 2004 with 10 computers with 256Kbps speed internet connectivity catering to the internet browsing requirements of students and research scholars. As of now this center 25 with internet facility. In 2015, the campus was equipped with a PA system facility in each class room and Open Air Auditorium. This facility was widely used for college assembly programs and for the principal's addresses on important occasions. During 2016-2017, high speed optical fiber network connectivity was installed, providing 100 MBPS high speed internet to all the parts of the MSSW campus. During 2017, Wi-Fi facility was also extended to the whole campus. In the year 2018, internet connectivity in MSSW was enhanced to 1GBPS . Since 2018, all classrooms have been enabled with smart class room facilities. An MOU has been signed with Jio for creating Wi-Fi access inside our campus with 32mb of data per user login. The centre for Computing provides the following facilities to the users. Campus internet connectivity. Wi-Fi networking. Computer (Desktop Laptop) maintenance for faculty and office staff. Student internet browsing facility. Video conferencing facility (AV Hall, MCJ Building). Internet Centre : The centre is equipped with 21 computers with internet connectivity. Faculty members, students, and research scholars are permitted to use the facility. It is used for providing training to students, for online tests interviews. Campus Optical Fiber BSNL, and Atria Convergence Technologies (ACT). Distribute high speed internet connectivity to all buildings on the campus through a high speed Gigabyte (100/1000Mbps) LAN Switch. Internet centre services : New connections, Maintenance, Modifications / relocations, Wi-Fi Access Points (AP) installations, Use of secured and authenticated internet networks, Wireless Network (Campus Wi-Fi), 18 AP's through D-Link TP Link controller with management control features, Capable of connecting PCs, Smart phones Laptops through secured, wireless encryption using WPA OR WPA2, Wi-Fi protected Setup (WPS), Outdoor internet café is available at four central locations. Wi-Fi is offered in classrooms and hostel buildings. Video Conferencing Facility (AV Hall). Established during 2017-2018. Installed at AV Hall, MCJ Building (1st Floor) and also available at Auditorium and Conference Hall. Used for remote class rooms, online classes/live sessions, webinars, online interviews, online PhD viva voce examinations. MSSW Library also facilitates the access to e-resources of NLIST through individual password to faculty members, research scholars and students of MSSW. Over 6000 e-journals and 31,00,000 of e-Books can be accessed through this password from anywhere, at any time from the NLIST collection. To access NLIST resources, please visit, www.nlist.inflibnet.ac.in Audio-Visual: The College is fully equipped with audio-visual equipment to provide multimedia learning experience. Most classrooms are equipped with LCD Projectors and Audio systems. A video conferencing facility is also available. Computer Centre: The College has a full-fledged computer center with multimedia computers, internet, and printer facilities. Subject to the rules for each

course, students can make use of the center for e-mail, internet browsing, word processing, creating presentations and data analysis. Administrative Officer is in-charge for all such.

https://mssw.in/library/#digi-lib

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	SSER Management Scholarships, Student Assistanship for Economically Weaker Sections, MSSW Alumni Scholarship	65	1089791
Financial Support from Other Sources			
a) National	National Scholarship Portal 2.0, PG Indira Gandhi Scholarship for Single Child, UGC- JRF Ph.D Scholarships, Tamilnadu Government Scholarship for SC/ST Students, Tamilnadu Government Scholarship for BC MBC Students (OBC Students), Free Education	123	2298172
b)International	Jesuit Refugee Service Scholarship, International Scholarship for Afghanistan Student	2	162000

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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
Competency Mapping	06/03/2018	24	Suresh Mallaya R
Conflicts Management,	26/06/2019	40	Mrs. D.Kavitha, certified NLP Master Trainer,

Problem Solving, Decision Making, Crisis Management			Psychologist and Soft Skills Training, Consultant, Mind Master's.
Leadership Development	29/06/2018	44	Mr.Surendran and Team from Psychologist from Adyar Cancer Institute.
Cognitive Behaviour Therapy Transactional Analysis	03/08/2018	18	Mr. Jai Dinesh. J from Tata Consultancy Services
Quantitative Aptitude – Topics Speed and Distance, Average, Numbers, Time and Work, Blood Relations, Logical Sequence.	12/07/2018	44	Mr. Craig Gonsalvez, HR, TCS. Learning Development
Leadership, Team work, Goal setting and Personality development	23/07/2018	81	Mrs. D.Kavitha, certified NLP Master Trainer, Psychologist and Soft Skills Training, Consultant, Mind Master's.
Achievement Orientation, Identifying Individual Strengths and Improving Communication	26/07/2018	44	Mr.Manish Gupta from Independent Consultant
Self-awareness	27/07/2018	44	Learning Development Centre
Personality Skills and Self Awareness	17/08/2018	38	1. Solomon Raja (Presently working on the Child Protection Policy of the Church of South India) 2. Glory Angeline (Presently spearheading the Gender Equity Enabling Timetable (GEET) program at the Church of South India 3. Mr.Veerapandian, Asst Prof

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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 passedin the comp. exam	Number of studentsp placed

2018	Session on Career Progression- Bank/Civil services exam UGC NET/SET Coaching Session TNPSC Exam Orientation Session on Career Progression- Bank/Civil services exam UGC NET/SET Coaching Session A Career in HR-What is in it for you College to Cor	161	405	12	166
2019	TNPSC Exam Orientation "Session on Career Progression- Bank/Civil services exam" UGC NET/SET Coaching Session Carer Guidance - Your Next Step Career Counselling for Management Executives Enhancing Employability Skills – HR Enhancing Employability Ski	208	890	13	292

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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
Nill	Nill	Nill

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Sundaram Clayton Litd. Atos Syntel Private Limited Valued Epistemics Pvt. Ltd Ashok Leyland (Hinduja) Ltd.., Cognizant Technology Solutions India Private Limited SOS childrens Village Srinivasan Services Trust TATA Consultancy services (TCS), CTS	467	105	DXC Technology Covenant India Kavin Ventures Pvt. Ltd MadStreet Den Technologies Pvt. Ltd NEXInfo Wekancode Technologies Redington Fedbank Financial services Ltd Sulekha.com OnTrack HR Services(SUN TV Network Ltd) Zuci Systems Athenova Technologies	318	125

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	106	MSW, BSW, M.Phil-SW, BSc, MSc, MA HRM, MA HROD, MA DM,	Department of Social Work, Department of Psychology, Department of Human Resource Management, Department of Development Management, Department of Social Entrepreneurship	Madras School of Social Work, Madras Christian College, Womens Christian College, Loyola College Patrician College, D G Vaishnav College, University of Madras, Christ University, JBAS College, Annamalai University, NIMHANS, Auckland University	MA, MSW, MBA, MA HRM, MA HROD, MHRM MSc, M.Phil-SW, Ph.D-SW, MBA, MHRM, MA HROD,
2018	99	MSW, BSW, M.Phil-SW, BSc, MSc, MA HRM, MA HROD, MA DM,	Department of Social Work, Department of Psychology, Department of Human Resource Management, Department of Development Management	Madras School of Social Work, Madras Christian College, Womens Christian College, Loyola College Patrician College, D G Vaishnav College, University of Madras, Christ University, JBAS College, Annamalai University, Rajiv Gandhi National Institute of	MA, MSW, MBA, MA HRM, MA HROD, MHRM MSc, M.Phil-SW, Ph.D-SW,

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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
NET	21
SET	6

TOFEL	1
Civil Services	1
Any Other	3

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

Activity	Level	Number of Participants
DBAIT -THE INTERDEPARTMENTAL DEBATE ON SOCIETAL RESPONSE TO ME TOO ORGANISED BY ENGLISH DEPARTMENT, MSSW	College Level	540
VERVE- INTERCOLLGIATE COMPETITION ORGANISED BY MAHROD	District Level	160
ANNUAL LIBRARY WEEK CELEBRATION	College Level	797
MONOLOGUE -INTER-DEPARTMENTAL COMPETITION	College Level	270
TALK SHOW DEBATE ON VIBRANT DEMOCRACY IS POSSIBLE BECAUSE OF...ITS CITIZENS OR ITS FOUR PILLARS ORGANISED BY LIBRARY, MSSW	College Level	155
SHERLOCK -INTERCOLLGIATE COMPETITION ORGANISED BY MAHROD	District Level	160
INTERNATIONAL WOMENS DAY ORGANISED BY LIBRARY DEPARTMENT	College Level	135
DEJAVU - ANNUAL CULTURAL EVENT ORGANISED BY STUDENTS DEVELOPMENT COUNCIL	College Level	797
COMMUNITY DAY CELEBRATION BY SDC	College Level	797
ANNUAL SPORTS MEET ORGANISED BY STUDENTS DEVELOPMENT COUNCIL	College Level	797

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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
2018	Level 1 International Coaching certification programme	International	1	Nill	1815782021041	THILEAPAN M M
2018	Silver medal	National	1	Nill	1815782021041	THILEAPAN M M
2019	Silver in individual kumite, Karate December 2019	International	1	Nill	1915782021024	Sanjey kumar A J

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

The Student Development Council of Madras School of Social Work has been elected their office bearers through election conducted by the staff committee in a transparent manner. The elected office-bearers took oath administration in front of the all stack-holder of the college which is followed with special address by the Principal and Chairman of the College Governing Board of Madras School of Social Work and followed with Value-based address by the resource person from outside in every year. After took office, they will be reported to the following boards Executive Council of Student Development Council, IQAC, College Development Committee, Infrastructure Committee, Departmental Internal BOS, External BOS, Ragging Prevention Committee, Campus Placement Committee and other clubs centers of Madras School of Social Work. This Student Development Council is coordinated by the Faculty Coordinators on a rotation of every Two years. This Council is responsible for conducting college level events and programmes like.., College Sports Event, College Cultural, Conventions, Inter Collegiate events/Programmes which is pinned with faculty members from the respective department on the Rotation basis every Two years. This Council is responsible for arrangement, sourcing, fixing the resource persons and conduction of programmes without any hazels. If any problems faced by the students are attended by this council in a initial manner and represented the same to different committees, cells centers. And also this council responsible for arrangement college instituted scholarships for the deserved sections categories.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The Alumni Association of Madras School of Social Work is registered in the name of Alumni Association of Madras School of Social Work under the Tamilnadu Societies Registration Act 1975 (Tamilnadu Act 27 of 1975) bearing with the serial number of SRG /Chennai Central/18/2020. Alumni Association of the Madras School of Social Work (AAMSSW) is an active forum which predominantly focuses on bringing the MSSWians together as a family. AAMSSW is self reliant, and self motivated, striving to keep up the legacy of Madras School of social work. AAMSSW has focused on the following areas to strengthen our network. And conducting the Faculty Development, Students Internships, Field Work, Project work, Research work, Organizing campus drive for placement programmes, organizing the college events and attending all the college programme as a stack-holder of the college development. Providing the Alumni Scholarships to the economically weaker sections in every year. The association actively take in part of renovation of the robust syllabus of all discipline during the BOS meetings. They will be sending their feedback form in a periodic manner for all categories.., namely Syllabus revisions, IQAC survey, students research and all other relevant with their curricular and co curricular activities,

5.4.2 – No. of registered Alumni:

1653

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

150000

5.4.4 – Meetings/activities organized by Alumni Association :

Knowledge Development Session, Recruiters Talk, Career Guidance for the students of Madras School of Social Work, HR Colloquium, HR Conclave, Building the Social Work Profession, Lets Join together to work against Chennai Flood, Arranging the resource persons for the events and programmes organized by the departments of Madras School of Social Work, Providing knowledge source for all the students during their on-site practice of their professions. Providing the alumnis scholarships for the students who are from the economically weaker section for continuing their studies. Active participation in Board of studies, and college development committee

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)

Madras School of Social Work (MSSW) practices Decentralization and Participative Management in all levels. At an outset, MSSW attaining best results in all the assigned tasks/activities in every tear. The success of MSSW is the result of the combined efforts of all faculty members and administrative staffs in all levels who work collectively towards attaining the vision mission of the institution. Right from the Chairman of the Management Committee to the staff and students, all the stakeholders have a different role to play in building of the college and working in the field of Social Work as per the vision of the founder Padma Shri recipient Mrs. Mary Club Wala Jadhav. Their involvement and cooperation in devising and implementing decision making policies for academic and administrative affairs through various bodies and committees have contributed to the growth of the MSSW. Institution always focuses on decentralization and participative management in all Management, Administrative and other work units of MSSW. For instance, it's start from Management Committee, College Committee, College Governing Body, Academic Council, Finance Committee, Board of Studies, IQAC Committee, Examinations Committee, Library Committee, Internal Complaints Committee, Equal Opportunity Centre, UGC-Network Resource Centre, Student Development Council, Students Grievance Disciplinary Committee, Alumni Association, Parent Teacher Association, Staff Welfare Association, Placement Cell, NSS Red Rippon Club till other Cells centres of the MSSW. Management committee takes care of infrastructure facilities which fulfil the quality and the required needs of the higher education bodies to reach the set goals or bench marks of the Institution. It also extends all the amenities for the teaching and nonteaching faculty and students. College Governing Body takes care of financial management and the implementation of facilities for the institution with the crisis to upgrade the standard of amenities which supports effectively the teaching learning and research aspects. It guides and articulates the available resources and provides freehand to the head of the Institution to carry out the activities in order to reach the expected maximum standard in turn to motivate the teaching and non-teaching faculty to work according to the goal set. The Principal, Heads of the departments, all teaching and non-teaching faculty along with student Development Council's office bearers and student representatives together concentrate on fostering the progress of institution by sharing the responsibilities and participate growth of institution and to act according to the aims and objectives of the Institution. The Principal convenes regular meeting with the HODs and other administrative heads. All decisions are taken up through a consultative process through delegation of roles and responsibilities for all activities of the college. Further, reviews at regular intervals helps in ensuring the quality and effective implementation of activities. Departments have meetings at regularly to monitor the implementation of syllabus and other co-curricular and extra-curricular activities. Staff members also hold several administrative positions like the Dean, Heads of the Departments, Members of the Academic Council, General Body,

College Council and Executive Council enabling their participation in the decision-making process at various levels of management.

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
Curriculum Development	In Madras School of Social Work all programmes having robust curriculum with incorporating changes suggested by the BOS, Academic Council in a periodic manner for giving market driven syllabus to the learners. As an outcome of such syllabus the learners got amble of placements in both on-campus Off-campus in every year. In addition to that MSSW offers value added course to the learners for developing their skills towards cracking campus placements, Competitive examinations and clearing on-line examination going for higher studies. IQAC inviting the feedback from the stack holders to update the syllabus in a frequent manner. The provisions for submitting the stack holder's feedback have given in our college website itself. In every programmes adding new courses for developing the learners skills attitudes towards employability, skill development entrepreneurship.
Teaching and Learning	All programmes have the formal andragogy or advanced Pedagogy of teaching and learning within stipulated marks and grades given to the learners as Internal Continuous Assessments comprised with In-Class Test, Take home assignments, Continuous Assessments, class assignments, seminars, projects, minor study, field trips, Industry exposure visits, Internships, Research dissertations and Lab work for science programme students. Recently the curriculum added with the SWAYAM online courses for advanced learners, remedial coaching for slow learners/backward learners. Bridge courses also offering to UG students who are mainly from other discipline, interdisciplinary subjects or cross subjects to understand their subjects and compete with other learners in the class. And Also MSSW is an active leaning centre in NPTEL-SWAYAM (https://nptel.ac.in/LocalChapter/statistics/2968/)
Examination and Evaluation	The COE office is using Iboss software to manage its various requirements from initiation of the exams till the declaration of the results. All aspects of the system are completely automated starting from online registration to downloading results from the students' login and verification. The mark statement is having all

	security features. The IQAC conducts Annual Academic Administrative audit to ensures the Quality through department evaluation at the end of each year. Students can peruse the valued answer scripts of the internal tests as well as ESE examination mark statement. For making error free print of the Mark statement, COE office conducts multi stage checks/verification. There is a provision to apply for retotalling of answer scripts of the ESE examinations, even after, the students are raised any discrepancy, the COE office has given opportunity to get the copy of the answer scripts.
Research and Development	Research and Development Madras School of Social Work is having it's one research policy for conducting minor research, major research, collaborative study, focussed group study, need assessment survey for doing voluntary work to the Tamilnadu Government, department, authorities, agencies, industries and NGOs. The management faculty will get additional remuneration when they are taking collaborative study with any other agencies. For publishing the research work, MSSW is having double-blind peer review journal with ISSN number for giving opportunity to faculty members, researchers, students and any organization to publish their research work as they can apply through online submission in link provided in our college website (https://mssw.in/mssw-journal/). The College has Research Consultancy wing under the chairmanship of the Principal.
Library, ICT and Physical Infrastructure / Instrumentation	Madras school of social work established in the year in 1952 and one among the top 3 colleges in the field of social work in India. The college is situated in a 1.5-acre campus with 10,800sq. ft built up area, and is permanently affiliated to University of Madras. Recently one of our alumnus donated the land to initiate the Second MSSW Campus at Ennore, North Chennai The college is offering 2 undergraduate, 7 post graduate programs, 2 M.Phil Programmes, one Ph.D programme and two diploma programmes. MSSW has state of the art infrastructure, creating an environment for progressive learning and development. We have well equipped classrooms and laboratories as per the UGC requirements to cater for the academic needs of the students. All the classrooms have LCD projector to support the teaching-learning process. Apart from the class-rooms, there is an auditorium and 4 seminar halls for having lectures and other programmes like seminar, workshop, training programmes and conferences which enhance the learning of our students. Media Centre is fully equipped with recording facilities, mixing equipment and editing software. This media centre is set up to help teachers recording their video and developing e-content. The teachers can record their lectures and share them with students and other academic communities. Media centre also has a video

	conferencing facility which helps the faculty members to conduct training programmes to outside organisations in a remote mode. The Department of Psychology of MSSW has two Psychology laboratories which cater to the practical learning of undergraduate and postgraduate students and M.Phil research scholars in Psychology. Each lab is handled by one faculty member and supported by a qualified co faculty member. Psychology laboratories are well equipped with psychological tools and assessments. MSSW equips the campus with required ICT facilities. In addition to the computers available in each department and the library, the college has an exclusive computer centre in 665 sq.ft.. The computer centre accommodates 38 computers which support ICT enabled teaching-learning in the campus. Computers are equipped with enough hardware and licensed software. The licensed version of Statistical Package for Social Science (SPSS) enables the students and research scholars to do their research analysis. College has a well-stocked library in around 3000 sq.ft. which caters to the teaching-learning and research requirements of faculty members, students and research scholars. The library is fully computerized and has an exclusive Digital Library section to access the e-resources.
Human Resource Management	The Madras School of Social Work are having Two different stream for offering the programmes namely Shift I-Government aided Stream, under this umbrella we are offering MSW (Aided) Programme, M.Phil (Social Work), Ph.D (Social Work) and Shift II Stream- Self Financed courses. All Teaching and Non-Teaching Faculty appointments in this stream purely governed with Tamilnadu State Government policy of reservation Roster. The College strictly following the UGC Regulation of Minimum Qualifications for appointment of teachers and other staff for the appointment of all teacher Staffs. Whereas the appointment of the teachers Staffs in the Shift II Stream (Self-Financed Category) are decided by the Board of Management in consultation with Principal for maintaining the sufficient ratio of Students Teacher. The Board of Management of Madras School of Social Work is responsible for the enhancement and maintenance of infrastructural facilities of the college with the help of administrative staff and maintenance team. IQAC plays a vital role in bringing out an Academic Staff Performance Indicator and organize the various programmes/workshop as Faculty Development Programmes/Faculty Learning Sessions. The performance indicator incorporates details of lectures delivered, remedial learning programmes and supports extended to slow learners for enhancing their competency. This reflects in the bench mark of the college and also maintain the quality in teaching as a continuous outcome, we attained the graded colleges in NIRF, Media Ranking, NAAC AA process.

Industry Interaction / Collaboration	**The Programmes offering in Madras School of Social Work having with the component of Internship, Exposure visits, Orientation/observation visits, Study visits, Industrial Visits, Field Work, Summer Placement Training and Project/research work in any of the semester. And also, every department has a routine practice to organise the Seminars, Conferences, Workshops, Colloquiums, and conventions in collaboration with Industries, Companies, NGOs, Voluntary Organization in the flavour of Social Work principles Practices. And as one of the Stake holders of Board of Studies, the representatives from these organization are being part of the board to change the curriculum as industrial driven.**
Admission of Students	**Madras School of Social Work is a Government aided and Self-financed autonomous college affiliated to the University of Madras is run under the aegis of the Society for Social Education and Research (SSER). The college fully adheres to the reservation policy of the Tamilnadu State Government for the admission of the students and also follows the Government norms for the appointment of the faculty Staff. Since the college retains the status of the first among the Social Work Colleges in the South India, the college accommodating the vast and dynamic meritorious students, students from the reserved category, socially economically backward students, first generation Learners, orphans, special children, Neighbourhood children, Sportsmen, Wards of Ex-Servicemen and gender based, region-based student diversity in every year. The admission done through online by using the Iboss Software application. During Faculty Development programme, the faculty were oriented with the application of this software organised by the IQAC on 16th 17th March 2018. In future we had a plan to conducts Online examination for all PG admissions at Madras School of Social Work.**

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

E-governace area	Details
Planning and Development	**The Treasurer/Finance Director and Principal collect budgets from various departments/units for the fund's allocation at the beginning of the year by using the ERP (https://mssw.ibossems.com/). From the faculty login concerned faculty members can send their fund request for Certificate course, Skill oriented courses, study visits and Field work supervisory visit expenses to the departmental heads and head of the department collate the data and prepare respective department budget send to the Finance Director/Treasurer or Principal as the case may be. All requirements are processed through ERP. At the end of the year departments and units**

	are expected to submit a detailed report on various activities with the resources utilized to the management through the ERP portal.
Administration	The college has a data management system through ERP (https://mssw.ibossems.com/) covering various aspects of academics and administration. Students' attendance, continuous internal assessment marks, registration for further programs, Certificate Courses which includes value added courses and communicating the faculty members through this portal, applying on-duty permission, class hour adjustments, purchase of various requirements of departments and centers are effectively and efficiently managed through this ERP software application. This system enables a fool proof mechanism for documenting, monitoring and controlling various transactions which are financial, academic and administrative in nature. Students Attendance is recorded and monitored through this ERP. Also, there is a provision for online payment. Registration of Optional papers are also done online.
Finance and Accounts	It strategizes the various measures of raising funds. It keenly inspects the monitoring and controlling of such usages as well. It also looks into the submission of duly audited statements of sources and application of funds for the respective academic year. The finance committee prepares the budget for the academic year by taking into account the requirements of the departments, various units, research units and offices. The budget is presented before the Governing body for its approval. The committee approves the raising of funds and utilization of the same as per details specified in the budget. Income and Expenditure are closely monitored by the Finance committee, accounts department staff, and the Principal. The proper procedure for the purchase has been adopted by the college with the help of ERP. Various checks and balances are created for well-defined and monitored purchases according to the various requirements of the college with the help of the Finance committee comprising of Principal, Treasurer, Dean and Faculty representative. The college monitors the utilization of expenditure of the departments and various units. Fund requirements which are not budgeted but required on special permission are usually considered on the basis of the proposal but committee's decision is final.
Student Admission and Support	Madras School of Social Work is using the dedicated ERP software i.e., Iboss for doing all such admission related tasks till their enrolment to the programmes (https://mssw.ibossems.com/). For instant, application to any programmes is only through in online. And screening their application based on the eligibility are done by the administrative staff of the college, scheduling their exams, Group discussions, admission Interview/counselling by using that software only. And final

		selection also done through such software. In the year 2017 onwards, MSSW introduced the online payment of fees for admission too.. Based on the available information, the students are selected for various scholarships given by the college, Government Schemes, NSP 2.0 and Private scholarship.
Examination		In Madras School of Social Work, Marks entry/submission by faculty members, Students' attendance maintenance, students' enrolment, Exam registrations, hall ticket download, payment of fees, generating mark lists, online transcripts submitted to the employers, recruiters, academic institutions and everything are purely done through online. Apart from that, value added course registration and assessment conduction are also through online. ESE results and internal results are also available online through students' portal, and check their status by using their login IDs. (https://mssw.ibossems.com/)

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
2019	Anitha Bai	WORKSHOP - WORKSHOP ON DESIGN THINKING ORGANISED BY MADRAS MANAGEMENT ASSOCIATION	Nill	2000
2018	A. Madhuri	WORKSHOP - WORKSHOP ON TRANSCATIONAL ANALYSIS	Nill	3250
2018	Moses Selvakumar	CONFERENCE-International conference on The furtherance of sustainable development goals:2030 Agenda	Nill	3100
2018	Sangeetha Susan	CONFERENCE - CONFERENCE ON DEVELOPMENT AND CHANGE	Nill	5000
2018	N.A. Arivukkarasi	CONFERENCE - 60TH Annual Conference of the Indian Society of Labour Economics	Nill	5000
2018	Kalyani Kenneth	CONFERENCE- UGC SPONSORED NATIONAL CONFERENCE ON RECEND TRENDS IN PSYCHOTHERAPHY	Nill	1300
2019	Ruby Wesley George	WORKSHOP - WORKSHOP ON GOOGLE CLASS CONFERENCE	Nill	2000

2019	P. Venkatesh	WORKSHOP - WORKSHOP ON GOOGLE CLASS CONFERENCE	Nill	2000
2019	R. Narasimahan	WORKSHOP - WORKSHOP ON GOOGLE CLASS CONFERENCE	Nill	2000
2019	Hannah John	WORKSHOP - THE INTRODUCTORY WORKSHOP IN PSYCHO- SEXUAL MEDICINCE AND THERAPY	Nill	5000

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6.3.2 – Number of professional development / administrative training programmes organized by the Colleges 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	Nill	Examination Training	30/05/2019	Nill	Nill	16
2018	Autonomy Preparatory Training	Autonomy Preparatory Training	20/07/2018	21/07/2018	53	16
2018	Nill	Office Accounts Maintenance through online	25/08/2018	Nill	Nill	16
2018	Autonomy Review Training	Autonomy Review Training	05/10/2018	05/10/2018	55	15
2018	Faculty Development Programme (FDP) on MOOCs design and Development for the faculty Members	Nill	23/11/2018	Nill	52	Nill
2018	Faculty Development Programme (FDP) on Software application excercises for Moocs	Nill	24/11/2018	Nill	52	Nill
2019	Nill	Online Payment Process Training	21/01/2019	Nill	Nill	15
2019	Faculty Development Programme	Nill	08/04/2019	Nill	55	Nill

| 2018 | Iboss Software Training Teaching Staff | Iboss Software Training | 16/03/2018 | 17/03/2018 | 55 | 16 |
| 2018 | New Faculty Orientation Programme | Nill | 22/11/2018 | Nill | 18 | Nill |

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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
Refresher Course	1	01/02/2018	20/02/2018	21
Refresher Course	1	29/08/2018	18/09/2018	21
Five Days Workshop	1	21/01/2019	25/01/2019	5
Short Term Course	1	20/05/2019	24/05/2019	5
Two Weeks Capacity Building Programme	1	17/08/2019	30/08/2019	14
Certificate Programme on Advanced Labour Legislations and Compliance Organised by CONFEDERATION OF INDIAN INDUSTRIES (CII)	1	31/08/2019	21/12/2019	120

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
57	57	15	15

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
EL encashment facility every year, Gratuity, Provident Fund / ESI, Maternity leave for women staff, Life Insurance cover, Free Tea twice Day and availability of subsidized food in college mess, Marriage Gift — Rs.5,000/- for self Rs.3,000/- for Son/Daughter, Staff picnic every year, Monthly birthday celebration of faculty, Gifts to staff on Teacher's Day, Annual Salary increment, Staff Professional Development, First Aid Medical Facilities , Organizing health Camp	EL encashment facility every year, Gratuity, Provident Fund / ESI, Maternity leave for women staff, Life Insurance cover, Free Tea twice Day and availability of subsidized food in college mess, Marriage Gift — Rs.5,000/- for self Rs.3,000/- for Son/Daughter, Staff picnic every year, Monthly birthday celebration of faculty, Gifts to staff on Teacher's Day, Annual Salary increment, Staff Professional Development, First Aid Medical Facilities, Organizing health Camp	Tie-up with University of Madras offering Students Insurance, Arranging Bus Pass, Train fare Concession Pass, Arranging Government Scholarship, Management Scholarships, Alumni Scholarship, Private Organization Scholarships, First Aid Medical Facilities, Organizing health Camp

6.4 – Financial Management and Resource Mobilization

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

Madras School of Social Work conducts regular financial internal audit by the auditor and submitted audited statement of accounts to the Management Committee, College Governing Body and UGC, Regional Joint Collegiate of Education. In regular interval the External audit conducted by the Regional Joint Collegiate Education for government related and University of Madras authorities also auditing our book of records for academic and finance related, in addition to that Payment of Accounts (South), Office of the accounts general of Tamilnadu also conducts external audit for the Government related accounts. We have deputed finance director for custodian of accounts and submitting accounts statement to different functionaries of the Government, UGC and Society of registration, Income tax department, Professional Tax Department of Corporation of Greater Chennai.

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	Purpose

	received in Rs.	
Phil Mary Clubwala Jadhav Trust, Swaminathan Padmavathi Educational Charitable Trust, Suchismita, Babu Mathew, A M Swaminathan, ABAN Offshore	5954000	Instituting an Student Merit Award, Merit Scholarship, Student Award for Academic Excellence, College Infrastructure development, Establishment of Community College

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6.4.3 – Total corpus fund generated

5954000

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	Three Members Committee for AAA	Yes	Principal, Dean IQAC Coordinator
Administrative	Yes	Three Members Committee for AAA	Yes	Principal, Dean IQAC Coordinator

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

1) Actively participated in the Survey generated by the IQAC office, 2) being the member one of the stake holder of the college development PTA members actively contributed their ideas during the deliberations of the meetings 3) Contributed their active services during our college extensions activities as donating the materials, rendering volunteering services.

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

1) Orientation on Campus Cleanliness 2) Orientation on handling students, faculties and outsiders during the working time and create conducive work environment 3) handling the maintenance work and repairing work without disturbing the people especially carrying-out electrical work, carpenter work, plumber work and any other maintenance work 4) Regular and periodical checks in Fire extinguishers, safety equipment, First-aid appliances for ensuring the safety of the accessors at any point of time.

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

1) More initiatives in Augmentation of Infrastructure Facilities Learning Resources 2) adding more student support services 3) arranging new better placements for alumni passed-outs		

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
c)ISO certification	No
d)NBA or any other quality audit	Yes

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	Faculty Learning session on Student Centered Learning	22/02/2018	22/02/2018	22/02/2018	52
2018	IQAC Meetings – First Quarter	02/04/2018	02/04/2018	02/04/2018	14
2018	Conducted Autonomy Preparatory Training	20/07/2018	20/07/2018	21/07/2018	69
2018	AQAR Submission	23/07/2018	23/07/2018	23/07/2018	15
2018	IQAC Meetings – Second Quarter	24/08/2018	24/08/2018	24/08/2018	14
2018	Coordinated the Peer teem visit on UGC Autonomy Review	15/10/2018	15/10/2018	16/10/2018	20
2018	New Faculty Orientation Programme	22/11/2018	22/11/2018	22/11/2018	20
2018	Faculty Development Programme on MOCCs Course Designing and Curriculum Development	23/11/2018	23/11/2018	24/11/2018	55
2018	IQAC Meetings –Third Quarter	26/11/2018	26/11/2018	26/11/2018	14
2018	NIRF Submission	06/12/2018	06/12/2018	06/12/2018	15

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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
Child Trafficking Abduction	11/01/2018	11/01/2018	157	128
Women's Day Celebration	08/03/2018	08/03/2018	422	378
Seminar on Gender Sensitization	09/03/2018	09/03/2018	329	152
Ambedkar Jayanthi Celebration - Gender Sensivity	13/04/2018	13/04/2018	422	382
Founder's Day Celebration & Endowment Lecture	11/06/2018	11/06/2018	433	382
Yoga training	21/06/2018	21/06/2018	150	126
Discussion on Womens' health issues	03/07/2018	03/07/2018	72	53
Seminar on Issues facing by women during the employment	10/07/2018	10/07/2018	243	48
Social bonding and Cohesion	20/07/2018	20/07/2018	150	126
Abuse and Addiction	26/07/2018	26/07/2018	72	53
Women Micro Entrepreneurs	28/07/2018	28/07/2018	11	21
Handling Stress	04/08/2018	04/08/2018	145	65
Campus Preparations	08/08/2018	08/08/2018	213	232
Awareness on on Cyber law and Cyber Security	10/10/2018	10/10/2018	213	232
Awareness campaigning on women security and protection against eve-teasing	17/10/2018	17/10/2018	283	Nill
Seminar on Climatic Change	19/10/2018	19/10/2018	107	88
Seminar on Women Empowerment	03/11/2018	03/11/2018	160	95
Workshop on Domestic Violence	26/11/2018	26/11/2018	99	80
Emotional Well-being	04/12/2018	04/12/2018	160	95
Martial arts & Self Defense Programme	06/03/2019	06/03/2019	150	42
Awareness Programme on women Safety	08/03/2019	08/03/2019	160	Nill

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
Total annual power requirement (in KWH): 72520 through Five different connections from TANGEDCO of Tamilnadu Government. The institution uses the alternative energy when the requirement at the time of power failure, Line fault or any other power drops/failure 1) KOEL Green is the Genset brand of Kirloskar Oil Engines Ltd (KOEL) 30kVA 2) Mahindra Diesel Generator 15 kVA

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	18
Provision for lift	Yes	18
Ramp/Rails	Yes	18
Braille Software/facilities	Yes	4
Rest Rooms	Yes	18
Scribes for examination	Yes	24
Special skill development for differently abled students	Yes	65
Any other similar facility	Yes	18

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
2018	1	1	12/01/2018	1	Community Day Celebrations	Communal Atrocities, Avoidance of conflict, Integration of all Tamil folks	585
2019	1	1	11/01/2019	1	Inclusive Pongal: a way ahead of integrating all	Communal Atrocities, Avoidance of conflict,	667

					folk Tamil cultures	Integration of all Tamil folks	
2018	1	1	05/06/2018	1	World Environment day observations	Environment Pollution	385
2018	1	1	09/02/2019	1	Founders Day Celebrations and MCJ Endowment Lecture	Collaborative work with South India HIV Positive Network	635
2018	1	1	05/03/2018	1	National Safety Day	Ensuring Safety and Importance of Safety addressed to Students	598
2018	1	1	26/11/2018	1	National Law Day	Importance of the Rights of the Individual as per the Indian Constitution	585
2019	1	12	05/06/2019	1	World Environment day Celebrations Conducting Games Competitions	Deforestation: clear-cutting and selective logging of trees addressed	335
2019	1	1	10/06/2019	1	Founders Day Observations	Recollecting the memories on the founder and addressing the destitute problems	639

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7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
The course on Social Research and Statistics, Human Resource Management, Mental health and Psychiatric Social work, Clinical Social Work inculcates the ethics, values for the practice of the profession	26/09/2019	The courses are offered in all the programme on human values and professional ethics by well trained faculty and Senior Faculty to teach the students and enshrine as good citizens and responsible individual of the society.
Offering value added courses in the name of Building a Green Economy, Edge Up with Entrepreneurial Touch, Corporate Social Responsibility Social Audit, Human Rights Human Trafficking for Social Workers, Cognitive Behavior Therapy, Social Security	03/06/2019	The courses are offering in tie-up with field practitioners, professionals, corporates, NGO people in all the programme on the practical aspects of human values and professional ethics as 30 hours certificate courses in value added subjects.
Published such guidelines on Human values and professional ethics in the College calendar in every year and given the copy of the same to all the students of Madras School of Social Work	19/06/2019	It will be addressed the same during the Mentoring session to the learners and equip them as a valuable and assertive learner of the college.
MCJ Endowment Lecture on Ability in Disability	09/02/2019	Created awareness on the ability in disabilities and decided to offer new course on disability social work in future

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Observation of World Environment Day	05/06/2019	05/06/2019	807
International Women Day Celebration	08/03/2019	08/03/2019	785
International Yoga day	21/06/2019	21/06/2019	295
Awareness on Thrift savings habit among students	30/10/2019	30/10/2019	295
National Safety Day	04/03/2018	05/03/2018	538
National Law Day	26/11/2018	26/11/2018	585

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

The Madras School of Social Work maintains the campus green, clean and eco-friendly. Eco Club of MSSW takes initiatives to promote the value aspects of practice to avoid the plastics inside the campus. Since the college is in eminent in social work field, it organises various seminars, conferences and workshops for inculcating the awareness on all aspects to protect not only the campus environment and also doing service to protect social environment too. Students also partake in the initiatives through environment-related activities like tree plantation at the time of Founder's Day celebration. And the college is having the culture of giving sapling as mementos to the resource persons for any programmes happing in the campus. Upholding the National Mission for Green India, Madras School of Social Work has undertaken noteworthy initiatives such as: Prioritizing rainwater harvesting, avoiding plastics in any form, promoting awareness on microplastics and conserve energy through use of CFL, LEDs and T5 tube lights. Only two-wheeler parking facility for the students is allowed as a measure to check the emission of carbon dioxide, four-wheeler parking is discouraged to prevent accumulation of pollution. Maximizing the use of e-notices on the college website, digital boards, televisions which eliminates the use of banners, flex, boards, hoardings etc..,

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1) Participation in Professional Forum Activities could also include participation in seminars / workshops organized by Forums of other Colleges, Association, universities, etc.., Through this the students not only develop their professional network, but also gain practical knowledge. The students are encouraged to present or publish papers in these forums. The student should present evidence of participation in at least three different events of such professional bodies / networks before the end of the semester. 2) Project Field work: Project field work is a unique component of the field work programme adopting the model of "Instruction- Training- Skill development- Presentation" by involving the internal faculty and experts / professional trainers from outside for specific skill development (Community interaction communication skills) among the field work trainees. This component involves students in small groups working intensively on a relevant social issue with study and action components to highlight the issue and to take appropriate action possible given the time and resources within their command. In this, the students are given an opportunity to learn community interaction and presentation skills through: 1) Street play Puppet show workshop cum training sessions for a period of 2 weeks. 2) The students

thereafter (during the next 2 weeks of the project field work period) will be put under the supervision of an internal faculty supervisor. Under the guidance and supervision of the faculty supervisor the project team should design a suitable programme to spread a social message of their choice in the community setting. 3) Presentation and Documentation of the project undertaken. Basic skills necessary for social work practice such as, community interaction skills, Communication skills, Presentation skills, analytical skills, Team work, Project planning and implementation Leadership, initiative and motivation Coordination and cooperation Identification and mobilization of resources Implementation and evaluation Communication, Public relations and Liaison Documentation and presentation.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://mssw.in/iqac/#Best-Practices

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

MSSW is known for its constant and intense engagement with the communitys needs and issues. We collaborate with several NGOs and communities in their activities, reaching out to thousands of needy persons. Contributing to the welfare of the society at large is a core value of MSSW. Community connect during Disasters: Every time a natural disaster hits any part of the country, the volunteers from the college have collected relief material, worked on the field to rescue and rehabilitate the affected in addition to offering their counseling services. Both in the form of institutional aid and through the efforts of its student volunteers. During the 2016 floods in Chennai, the College distributed relief material worth more than 2.5 crore rupees to the most needy and marginalized communities. College committed 20 students in collaboration with the TATA Relief Committee, to provide psychosocial support. In collaboration with SEEDS, an International organization, we provided essential items to 8500 families. Connect with Slum Community: The extension centre, established by MSW (Aided) department in collaboration with MCJ-Guild of Service, had adopted the marginalized Below Poverty Line Community (Slum) in Chetpet area. The main work of this centre is to examine the demographic characteristics of the slum dwellers and know more about the problems and constraints of residing in slums. A survey has been undertaken and the universe of the study is the residents in and around Chetpet Slum, namely the residents of Mangalapuram, Brindhavan, M.S Nagar and Jaganathapuram. Accordingly their living conditions, health, hygiene, level of awareness about government schemes, and economic issues have been analyzed. The area also has a 'Study Centre' established by the Guild of Service. The poor

students who are studying in Mary Clubwala Jadhav (MCJ) School get to benefit from it. The MSW students from first and second years have been volunteers in the Guild of Service Study Centre Project for tutoring young girls between 3rd standard and 9th standard from 1st July 2019 till mid-March 2020. The department also takes interest in reaching out to external sources (NGOs private assignments, emergency interventions etc.) through this centre. The connection with the community hasnt been stopped during the time of pandemic. MSSW MSSW organized a medical camp on 3rd July 2020 in collaboration with the greater chennai Corporation. The health camp has been conducted to the residents in and around Chetpet Slum. MSW students did their best in tackling the situation by extending counselling services, relief to families in the form of dry groceries, health camps and volunteering for the work of Govt and NGOs. Our students also have been very active in volunteering for the affected community and taking concerted action to alleviate the sufferings of elderly, women, differently abled, children and the homeless people in and around Chetpet area. (The Rally went through the Managalapuram containment area to create awareness on Corona Virus. Then we went to Jaganathapuram area and created Novel Corona Virus awareness to protect their life.

Provide the weblink of the institution

https://mssw.in/iqac/#Institutional-Distinctiveness

8.Future Plans of Actions for Next Academic Year

Having a plan to organize the Intellectual Property rights (IPR) in next year and preparing the faculty members to design MOOCS courses, and Organise Faculty Development workshops for data presentation and data disseminations for preparing the reports in coming days. Conducting the more number of remedial programmes for achieving 100 percent results. Create Learning Management System (LMS) for the college and strengthening the research and publications of the department. And accelerate the force to achieve targets before the annual Academic and Administrative Audits.