



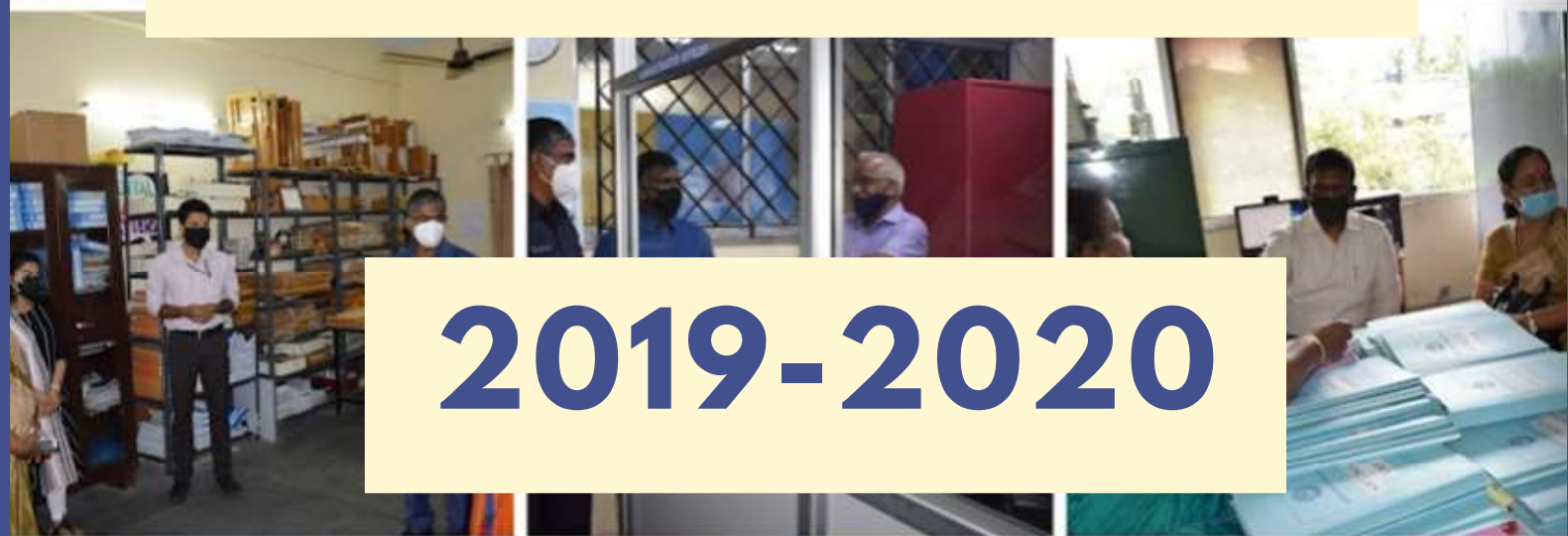
# MADRAS SCHOOL OF SOCIALWORK

32, CASA MAJOR ROAD, EGMORE, CHENNAI -600008

An Autonomous Institution Affiliated to the University of Madras  
(Accredited by NAAC with 'A' Grade in 2016)



## AQAR



## 2019-2020



Submitted to NAAC, Bangalore

by

IQAC TEAM

Madras School of Social Work



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		MADRAS SCHOOL OF SOCIAL WORK
Name of the head of the Institution		Dr. S. Raja Samuel
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

<b>2. Institutional Status</b>																															
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																														
<b>3. Website Address</b>																															
Web-link of the AQAR: (Previous Academic Year)	<a href="https://mssw.in/wp-content/uploads/2021/07/aqar-final-2018-2019.pdf">https://mssw.in/wp-content/uploads/2021/07/aqar-final-2018-2019.pdf</a>																														
<b>4. Whether Academic Calendar prepared during the year</b>	Yes																														
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="https://mssw.in/academic-calendar/">https://mssw.in/academic-calendar/</a>																														
<b>5. Accrediation Details</b>																															
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B++</td> <td>85.90</td> <td>2004</td> <td>16-Feb-2004</td> <td>26-Mar-2011</td> </tr> <tr> <td>2</td> <td>B</td> <td>2.84</td> <td>2011</td> <td>27-Mar-2011</td> <td>26-Mar-2016</td> </tr> <tr> <td>3</td> <td>A</td> <td>3.14</td> <td>2016</td> <td>16-Oct-2016</td> <td>04-Nov-2021</td> </tr> </tbody> </table>						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	04-Nov-2021
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	04-Nov-2021																										
<b>6. Date of Establishment of IQAC</b>	01-Jun-2007																														
<b>7. Internal Quality Assurance System</b>																															
<table border="1"> <thead> <tr> <th colspan="6">Quality initiatives by IQAC during the year for promoting quality culture</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>						Quality initiatives by IQAC during the year for promoting quality culture																									
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
AISHE Data Preparatory Meeting	17-Dec-2020 1	15
IQAC Meetings Second Quarter of the 2020-2021-	15-Dec-2020 1	15
Online work shop on Intellectual Property Rights Workshop	11-Nov-2020 1	76
New Faculty Orientation & Induction Programme	01-Jul-2020 1	4
Faculty Learning Series II - PSYCHOMETRIC ASSESSMENT and THOMAS' PSYCHOMETRICS	26-May-2020 1	55
Faculty Learning Series I - Performance Management	25-May-2020 1	55
Faculty Development Prog (FDP) on Data Visualization and Presentation	04-May-2020 1	55
AISHE Submission	13-Dec-2019 1	15
IQAC Meeting Fourth Quarter	08-Mar-2019 1	15
Professional ethics programmes for Teaching and Administrative Staffs	20-Mar-2019 1	66
<a href="#">View File</a>		

**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
<b>No Data Entered/Not Applicable!!!</b>				
No Files Uploaded !!!				

<b>9. Whether composition of IQAC as per latest NAAC guidelines:</b>	Yes
Upload latest notification of formation of IQAC	<a href="#">View File</a>
<b>10. Number of IQAC meetings held during the year :</b>	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	<a href="#">View File</a>
<b>11. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	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.

After Receiving the feedback from the stack holders, IQAC is 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.

[View File](#)

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

Plan of Action	Achivements/Outcomes
Plan to conduct of OBE enriched model of Student Satisfaction Survey	In the month of May IQAC conducted online Student Satisfaction Survey
Plan to organize five day Faculty Development Programme during Lockdown period through online	Two Programmes were organised in the theme of Data Visualization and Date Presentation and Outcome based Education & Online education
Planning for a seminar on Intellectual Property Rights	Organised the IPR seminar in collaboration with Rajiv Gandhi national Institute of Intellectual Property Management Nagpur in November
<a href="#">View File</a>	



14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1"> <tr> <td>Name of Statutory Body</td> <td>Meeting Date</td> </tr> <tr> <td>IQAC Meeting and Governing Body</td> <td>11-Mar-2020</td> </tr> </table>		Name of Statutory Body	Meeting Date	IQAC Meeting and Governing Body	11-Mar-2020
Name of Statutory Body	Meeting Date				
IQAC Meeting and Governing Body	11-Mar-2020				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2019				
Date of Submission	13-Dec-2019				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>1. Biometric Attendance for Teaching, NonTeaching 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. 12. Ensuring the data credentials in the college website its maintenance as per the requirement of the NAAC</p>				

## 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	25/02/2019

MSW	MSW	Social Work	26/09/2019
BSW	BSW	Social Work	26/09/2019
MA	MHRM	Human Resource Management	30/01/2020
MA	MHOD	Human Resource and Organization Development	30/01/2020
MA	MDM	Development Management	30/01/2020
MA	MSE	Social Entrepreneurship	30/01/2020
MSc	MSC-CP	Counselling Psychology	09/10/2019
BSc	BSc-Psy	Psychology	09/10/2019
<a href="#">View File</a>			

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	01/01/2019	Social Work Profession	01/01/2019
MSW	Social Work	01/01/2019	Social Work with Individuals	01/01/2019
MSW	Social Work	01/01/2019	Social work with Groups (MS/18C/103)	01/01/2019
MSW	Social Work	01/01/2019	Sociology (MS/18ID/104)	01/01/2019
MSW	Social Work	01/01/2019	Psychology (MS/18ID/105)	01/01/2019
MSW	Social Work	01/01/2019	Field Work I (MS/18C/106)	01/01/2019
MSW	Social Work	01/01/2019	Soft skills I (MS/18C/107)	01/01/2019
MSW	Social Work	01/01/2019	Social Work with Communities (MS/18C/201)	01/01/2019
MSW	Social Work	01/01/2019	Social Research and Statistics (MS/18C/202)	01/01/2019
MSW	Social Work	01/01/2019	Social Policy & Planning (CBCS) (MS/18C/203A)	01/01/2019
<a href="#">View File</a>				

## 1.2 – Academic Flexibility

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

Programme/Course	Programme Specialization	Dates of Introduction
MSc	Counselling Psychology	01/06/2020
MSc	Counselling Psychology	01/06/2019

[View File](#)

### 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
MSW	Social Work Shift I and II Stream	01/06/2019
MPhil	Social Work	01/06/2019
BSW	Social Work	01/06/2019
MA	Human Resource Management	01/06/2019
MA	Human Resource Organization Development	01/06/2019
MA	Development Management	01/06/2019
MA	Social Entrepreneurship	01/06/2019
MPhil	Psychology	01/06/2019
MSc	Counselling Psychology	01/06/2019
BSc	Psychology	01/06/2019

## 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
Corporate Social Responsibility Social Audit	17/06/2019	60
Advanced Counselling Skills Psycho- Social Management for Social Workers	17/06/2019	50
Human Rights Human Trafficking for Social Workers	17/06/2019	48
work place counselling	17/06/2019	50
Talent Acquisition	17/06/2019	50
Cognitive Behavior Therapy	17/06/2019	50
Labor Laws Employee Relations	17/06/2019	50
Six Sigma	17/06/2019	110
HR Analytics	17/06/2019	105



Social Security : Evaluation, Design and Advocacy	17/06/2019	50
<a href="#">View File</a>		

### 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 Shift I and II Stream	185
BSW	Social Work	124
MA	Human Resource Management	81
MA	Human Resource and Organization Development	88
MA	Development Management	77
MA	Social Entrepreneurship	30
MSc	Counselling Psychology	51
BSc	Psychology	142
<a href="#">View File</a>		

### 1.4 – Feedback System

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

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>The stake holders' feedback is obtained through the common portal in the college website i.e. Iboss System., which is given separately to the stack holder. 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 every quarterly meeting of IQAC. The Employer feedback 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.</p>

### 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
MPhil	Social Work	6	19	5
MPhil	Psychology	2	5	2
MSW	Social Work - Shift I Stream	50	1081	50
MSW	Social Work -Shift II Stream	40	656	44
MA	Human Resource Management	40	295	44
MA	Human Resource and Organizational Development	40	240	44
MA	Development Management	40	78	35
MA	Social Entrepreneurship	30	49	15
MSc	Counselling Psychology	26	159	26
BSc	Psychology	50	282	50
<a href="#">View File</a>				

## 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	276	539	15	42	Nil

## 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
57	57	24	18	7	24
<a href="#">View File of ICT Tools and resources</a>					
<a href="#">View File of E-resources and techniques used</a>					

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

Mentoring is a brain to pick, an ear to listen, and a push in the right direction. By this inspirational word by John C Crosby, 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 happened 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 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
785	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	Nil	2	26

### 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
2019	Mr. V. Gajendran	Assistant Professor	YSI ASIA CONVENING, Institute of New Economic Thinking , Vietnam
2019	Mr. M. Antony stephen	Assistant Professor	App Training for the agriculture students, Royal University of Agriculture , Cambodia
No file uploaded.			

## 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MA	Human Resource Management	II, IV / April 2020	05/10/2020	08/10/2020

MSW	Social Work Shift I and II Stream	II, IV / April 2020	05/10/2020	08/10/2020
BSW	Social Work	I, III, V / November 2019	15/11/2019	11/12/2019
BSc	Psychology	I, III, V / November 2019	15/11/2019	10/12/2019
MSc	Counselling Psychology	I, III/ November 2019	15/11/2019	09/12/2019
MA	Social Entrep reneurship	I, III/ November 2019	13/11/2019	09/12/2019
MA	Development Management	I, III/ November 2019	13/11/2019	09/12/2019
MA	Human Resource and Organization Development	I, III/ November 2019	13/11/2019	09/12/2019
MA	Human Resource Management	I, III/ November 2019	13/11/2019	09/12/2019
MSW	Social Work Shift I and II Stream	I, III/ November 2019	13/11/2019	10/12/2020
<a href="#">View File</a>				

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
64	806	7.90

## 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
Social Work Stream I	MSW	Social Work	50	50	100
Social Work Stream II	MSW	Social Work	43	41	95
MHRM	MA	Human Resource Management	40	39	98

MHOD	MA	Human Resource and Organization Development	44	44	100
MDM	MA	Development management	39	34	87
MSE	MA	Social Entrepreneurship	19	16	84
MSc-CP	MSc	Counselling Psychology	28	27	96
BSW	BSW	Social Work	40	39	98
BSc	BSc	Psychology	46	43	93
M.Phil-Social Work	MPhil	Social Work	5	4	80
<a href="#">View File</a>					

## 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)

<https://mssw.in/igac/#Feedback>

## 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

<b>Yes</b>
Name of the teacher getting seed money
Ms.Sivaranjani
<a href="#">View File</a>

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	20/02/2019	Royal University of Agriculture ,

students

Cambodia

No file uploaded.

**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
Minor Projects	600	Radical-World Vision	1.23	1.23
Minor Projects	365	Firmenich	6.99	6.99
Major Projects	730	WORLDVISION	12	9.65
Major Projects	1095	FICCI FLO	10.06	6.85
Minor Projects	180	Social Audit-CSR	0.77	0.77
Major Projects	1095	SIP- Academy of Abacus	6.45	5.5
Minor Projects	730	WORLDVISION	1.4	1.4

[View File](#)

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

0.79

**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
Research Methodology - SPSS WORKSHOP	Department of Social Work	29/12/2020
UGC Sponsered National Seminar on Thrive 2019 -HR goes Agile :Insight to Impact	Department of Social Work	02/02/2019
One day Capacity Building Programme for students on Drug abuse and prevention (Skills development)	Department of Social Work	21/01/2019
Threedays Sensitization programme for School Teachers and Counsellors on Children affected by Drug Abuse (Skill enhancement)	Department of Social Work	06/02/2019
Skills development Workshop on Visual Aids	Department of Social Work	21/02/2019



Communication /puppetry		
National seminar on psychotherapeutic techniques (Skill development)	Department of Social Work and Department of Psychology	08/03/2019
Orientation-cum-refresher training program for the counsellors and the office bearers of Family Counselling Centres from Tamil Nadu, Puducherry and Andaman Nicobar Islands	Department of Social Work	24/07/2019
Research Methodology Workshop on SPSS	Department of Human Resource Management	16/09/2019
Two day training on Elder Care for college students was conducted in commemoration of International day of older person with a theme, "The Journey to Age Equality".	Department of Social Work	30/09/2019
Research Methodology - SPSS Software training	Department of Human Resource Management	16/10/2019
Skill Development Training Workshop for Psychology Students	Department of Psychology	12/11/2019
Workshop on Folk Art Training program	Department of Social Work	29/01/2020
Research Methodology - SPSS WORKSHOP	Department of Social Work	31/01/2020
Skill development - Three day awareness program on Geriatric Care/Counseling for functionaries of Old Age homes	Department of Social Work	11/02/2020
Skill development - Pre conference Workshop on Application of Positive Psychology in Counselling	Department of Psychology	16/02/2020
International workshop on Health Social Work in collaboration with Queensland University, Australia was organised on 21st and 22nd of February 2020 (Skill development workshop)	Department of Social Work	21/02/2020
Skill development - Visual Aids Communication	Department of Social Work	02/03/2020

/puppetry		
UGC Sponsered National Seminar on Thrive 2020 -HR at Helm	Department of Social Work	13/03/2020
Research Methodology workshop	Department of Social Entrepreneurship	22/08/2020
Research Methodology Workshop for Management Research	Department of Human Resource Management	12/10/2020
Workshop on IPR - Patent Process	Department of Social Work (IQAC MSW Shift I Stream)	11/11/2020
Skill development - Cyber Security Workshop	Department of Social Work (YRC BSW Programme)	15/06/2020
<a href="#">View File</a>		

### 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
Contributions in Social Work practice Innovation	Dr.S.Raja Samuel	Lions clubs International.	25/08/2020	Recognition of Distinguished Achievement in Fulfilling the mission of lions clubs International.
Contributions for Career Counselling	Dr (Mrs). Subasree	Tamil Nadu Career Counsellors Association	05/11/2020	Best Career Counsellor Award - 2020
Together for Safer Roads	Mr. K.B. Inian	ATSWA Trust, PSA Foundation and Handicap International	08/12/2020	Best Contributor for Road Safety Initaiatives
IFH National Level Short Flim festival	Naveenraj.S from MA(Development Management	Indian Film House, New delhi	24/11/2020	Best Innovative thoughts in Screen Play documentary film
<a href="#">View File</a>				

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

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
Social Entreprenurship Incubation Centre of Madras School of Social Work	SEIC	Society for Social Education Research	Child Aid Project	child abuse prevention via Child Interventions gamesPlays	10/02/2020

Social Entrepreneurship Incubation Centre of Madras School of Social Work	SEIC	Society for Social Education Research	Kiosk for SHG for selling Jute Bags and Products	provide eco-friendly alternatives and Marketing of eco friendly products	10/02/2020
Social Entrepreneurship Incubation Centre of Madras School of Social Work	SEIC	Society for Social Education Research	Kiosk for Take a ways Food items	refectory outlet run by third gender	10/12/2020
Social Entrepreneurship Incubation Centre of Madras School of Social Work	SEIC	Society for Social Education Research	Nakuras	E-Commerce based social enterprise	03/12/2019
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
<a href="#">View File</a>					

### 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	5

#### 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	4	0.42
International	Department of Human Resource Management	2	0.69
International	Department of Psychology	1	0
National	Department of Social Work	13	0
National	Department of Human Resource Management	10	0
National	Department of Psychology	7	0
No file uploaded.			

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 Development Management	1
Department of Psychology	6
Department of Human Resource Management	1
Department of Social Work	12
No file uploaded.	

3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
NIL	Nil	0	Nil
No file uploaded.			

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
The Journey of an American Black Cardiologist	Dr. C.Francis	JACC: Heart Failure	2020	1	Madras School of Social Work	1
The journeys of northeast tangkhul	Dr. C.Francis	Journal of Sociology and Social Anthropology	2020	1	Madras School of Social Work	1

migrants and their experiences in urban India		gy				
Inarnation in Incarnation	Dr.Manjula	Turkish Journal of Computer and Mathematics Education	2020	1	Madras School of Social Work	1
Effects of Organization Culture and Motivation on Employee Enggement using Multiple Regression Analysis	Dr.Evangeline E T	Gedrag Organistie Review	2020	2	Madras School of Social Work	1
A Study on Mentoring functions and their influence on Proteges career development in Information Technology(IT) Sector	Dr.P.Mohana	European Journal of Molecular and Clinical Medicine	2019	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
Impact of Training and Development on Employee Retention at Leading Food and Agri Business	Mr Hemakumar	International Journal of Advanced Science and Technology	2020	2	Madras School of Social Work	2

Company						
Operative Measures for Mechanical Production after Relaxing the Lockdown In Pandemic Situation	Dr.J.Chandrasedkar	International Journal of Mechanical and Production Engineering Research and Development	2020	1	Madras School of Social Work	1
No file uploaded.						

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
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
Impact of Training and Development on Employee Retention at Leading Food and Agri Business Company	Mr Hemakumar	International Journal of Advanced Science and Technology	2020	1	1	Madras School of Social Work
Operative Measures for Mechanical Production after Relaxing the Lockdown In Pandemic Situation	Dr.J.Chandrasedkar	International Journal of Mechanical and Production Engineering Research and Development	2020	1	1	Madras School of Social Work
The journeys of	Dr. C.Francis	Journal of Sociology	2020	1	1	Madras School of Social



northeast tangkhul migrants and their experiences in urban India		and Social Anthropology			Work
------------------------------------------------------------------	--	-------------------------	--	--	------

No file uploaded.

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

Number of Faculty	International	National	State	Local
Resource persons	5	25	15	19
Presented papers	8	27	9	8
Attended/Seminars/Workshops	12	89	29	16

No file uploaded.

### 3.5 – Consultancy

#### 3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultant(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
Department of Social work, Madras School of Social Work	OCCUPANCY ASSESSMENT	Tamilnadu Slum Clearance Board	83000
Department of Social Entrepreneurship, Madras School of Social Work	NEED ASSESSMENT	MANITA HEALTH INSTITUTE	120000
Department of Social work, Madras School of Social Work	Conducting mini research	GANDHIGRAM RURAL INSTITUTE	315000
Department of Social work, Madras School of Social Work	RESEARCH ON REHABILITATION OF INMATES	STATE CHILD PROTECTION SOCIETY	750000
Department of Social work, Madras School of Social Work	SOCIO - ECONOMIC STUDY	MARINE INFRASTRUCTURE DEVELOPER PRIVATE LIMITED	2360000
Department of Social work, Madras School of Social Work	IMPACT ASSESSMENT STUDY	CHENNAI PERTOLEUM CORPORATION LTD	250000
Department of Social work, Madras School of Social Work	SOCIAL IMPACT ASSESSMENT OF CSR	NATIONAL ALUMINIUM CORPORATION	980000

Department of Social work, Madras School of Social Work	SOCIAL AUDIT	INDIAN OIL CORPORATION LTD	736000
Department of Social Entrepreneurship, Madras School of Social Work	LIVING WAGE SURVEY	VEDANTA	565000
No file uploaded.			

### 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
Department of Psychology, Madras School of Social Work	Psychology at work	Tractors and Farm Equipment Limited (TAFE)	450000	35
Department of Psychology, Madras School of Social Work	Certificate course in care giving for elderly	Athulya-independent senior assisted living homes	30000	45
Department of Psychology, Madras School of Social Work	Behaviour at Work	KELSA Solutions	145848	30
No file uploaded.				

### 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
women empowerment at karalapakkam (One Stop Centre)	NSS Unit, UBA cell of Madras School of Social Work	3	12
Green diwali challenge	Youth Resource Centre	2	20
Webinar on Breast Cancer Awareness	Youth Resource Centre, Sanjeevani-Life beyond cancer	6	150
RRC Volunteers participated in TOT program on HIV/AIDS.	International Alliance for Prevention of AIDS	6	40
Pariksha Pe Charcha 2020 -an Interactive session with Honorable	NSS Unit and Controller of Examination, Madras School of Social	57	778

Prime Minister Shri Narendra Modi	Work		
Independence Parade held at Island Ground -Beach/Rajaji Road, Chennai	RD Parade Camp - Ministry of Youth Affairs and Sports Development Department Directorate of Collegiate Education	1	1
NSS Volunteers Participated in the Kavalan SOS App Awareness Programme	Greater Police Department Tamilnadu Consumer Protection Association	1	6
NSS Volunteers participated in SWACHH BAHARATH Rally and clean up activity at villivakkam railway station. Also created awareness through Puppetry and street play.	Swachh Bharath, Myrtle and Social Welfare Network in co-ordination of Ministry of woman and child development, Ministry of railways and Child line foundation	2	20
NSS 50th Year celebration was observed at Madras School of Social Work	NSS Empaneled Training Institution and NSS Unit of MSSW	6	126
NSS volunteers observed SWACHHTA PAKHWADA - oneday seminar on various issues of SWACHHTA	SWACHHTA PAKHWADA	6	100
<a href="#">View File</a>			

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
HIV/AIDS Education Program	Recognition for educating the Community	International Alliance for the Prevention of AIDS	268
project Putheri	support towards impacting the lives of our Puthri Scholars	AVTAR HUMAN CAPITAL TRUST	182
World Polio day, cyclothon	Recognition of Community Services	Rotaract Club, Kodambakkam, Chennai	124
Environmental Impact of Plastic	Recognition for creating awareness	Nippon Steel Chemical and	12

Usage - Street Theatre Programme	of plastic usage	Material India Pvt.Ltd, Oragadam	
Achievement in Fulfilling the mission in Social Work Practice fields	Recognition of Distinguished Achievement in Fulfilling the mission of linos clubs International.	Lions Club International, Chennai	94
Awareness on Road safety Together for Safer Roads	Best Contributor for Road Safety Initiatives	ATSWA Trust, PSA Foundation and Handicap International	94
Mental Health Promotion - People Forum of India - Bharat Sevak Samaj	Dr. APJ Abdul Kalam Excellence Award 2021	Global Peace Human University	158
Contribution to Counselling Psychology	Albert Ellis Award	Redpond Educational and Psychological Research Centre, Madurai	94
Contribution to Mental Health	IAPS - Indian Academy of Professional Supervisors	Indian Academy of Professional Supervisors	68
Demonstration during State Republic Day Parade	Selected as 1 of the top 52 contingents to be part of the State Republic Day Parade	Youth Welfare Sports Development Department Directorate of Collegiate Education	1

[View File](#)

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 activities	Number of students participated in such activities
Medical Camp	Rotaract Club of MSSW	Medical Camp at Karalapakkam	6	130
First Aid Training	Alert Foundation NSS Unit	Alert Voice First Aid Training	6	75
Unnat Bharath Abhiyan	Unnat Bharath Abhiyan Cell, NSS Unit and IQAC of Madras school of Social Work	Five villages adopted for survey under the Schemae of UBA	3	15
Voting Awareness	Election Department of Chennai	Formed human chain to raise voting	6	115

	Corporation officials NSS Unit	awareness - Egmore		
SWACHHTA PAKHWADA	SWACHHTA PAKHWADA NSS unit Madras School of Social work	NSS volunteers observed SWACHHTA PAKHWADA - one day seminar on various issues of SWACHHTA	6	100
Independence Day Celebrations	Tamilnadu Government Ministry of Home Youth and Sports Development	Independence Day Celebrations	1	5
Assam Bihar Relief Fund	Assam Bihar Relief Fund NSS Unit	Flood Relief	2	16
Mothers Meet Awareness on Registration of Domestic Workers	NSS Unit Unorganized Labor Association. Chetpet	Mothers Meet Awareness on Registration of Domestic Workers	1	3
Awareness on Child Sexual Abuse and talk on Menstrual Hygiene	Puppetry on Prevention of Child Sexual Abuse and talk on Menstrual Hygiene	NSS Unit Department of Social Work Students	1	8
World Polio Day	Rotaract Club of Kodambakkam	Creating Awareness on Polio	6	50
<a href="#">View File</a>				

### 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
Collaborative Internships with PATHAI Trust	MSW Students	Pathai trust Madras School of Social Work	210
Field Study Research with IAPA - International Alliance for Prevention of HIV/AIDS	Community People, Field Staff and Students	IAPA - International Alliance for Prevention of HIV/AIDS	180
Community Development activities with Udhavum Karangal	MSW Students	Udhavum Karangal	210

Field Study Research with Kone Elevator India Pvt. Ltd.,	Community People, Panchayat President, V.A.O, School teachers, Cooperative Bank, Students and Industry	Kone Elevator India Pvt. Ltd., No.50, Vanagaram Road, Ayanambakkam, Chennai - 600 095	180
<a href="#">View File</a>			

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 Work /Block Internships in Madras Social Service Society	Field Work /Block Internships in Madras Social Service Society	Madras Social Service Society	01/01/2019	31/12/2020	MSW Students
Community Development activities with Udhavum Karangal	Community Development activities with Udhavum Karangal	Udhavum Karangal	01/01/2019	31/12/2020	MSW Students
<a href="#">View File</a>					

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
District Rotaract Foundation Committee of Rotaract International	10/01/2020	Peace Conflict, Water Sanitation, Maternal and Child Health, Basic Education Literarcy Disease Prevention and treatment and Economic Community Development	82
Ministry of Youth Affairs Sports, Govt of India	01/04/2019	Conducting Orientation Courses for NSS programme officers, Guidnce courses Coun selling to the Programme Officer	250
Kelsa Management Private Solutions	11/07/2019	Conducting certificate courses	42



limited

for Executives and  
HR professionals[View File](#)**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
43.85	104.94

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Newly Added
Campus Area	Existing
Seminar Halls	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Seminar halls with ICT facilities	Existing
No file uploaded.	

**4.2 – Library as a Learning Resource**

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
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
Auto-Lib International OPAC Software	Partially	Advanced Edition	2002

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	15335	4315000	109	210448	15444	4525448
Reference Books	4665	2047000	109	209510	4774	2256510
Journals	59	90550	1	1050	60	91600
Digital Database	2525	Nil	438	Nil	2963	Nil



								GBPS)	
Existing	118	35	2	1	34	12	34	1100	0
Added	11	1	0	8	1	1	0	0	0
Total	129	36	2	9	35	13	34	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
Audio Video Recording multipurpose hall	<a href="https://mssw.in/about-mssw/#infrastructure">https://mssw.in/about-mssw/#infrastructure</a>
Multimedia Lab cum Computer Centre	<a href="https://mssw.in/about-mssw/#infrastructure">https://mssw.in/about-mssw/#infrastructure</a>
Youtube Videos	<a href="https://www.youtube.com/channel/UCxiwj6AvbWeKBXaWPKxZnQ">https://www.youtube.com/channel/UCxiwj6AvbWeKBXaWPKxZnQ</a>

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
165.68	182.25	146.6	161.25

##### 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, highspeed 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](http://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 videoconferencing 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.

<http://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	87	1738761
Financial Support from Other Sources			
a) National	National Scholarship Portal 2.0, PG Indira Gandhi Scholarship for Single Child, UGC- JRF Ph.D Scholarships, Educational Scholarship of the Wards of serving /retired JCO, Tamilnadu Government Scholarship for SC/ST Students, Tamilnadu	129	2350672

	Government Scho		
b)International	Jesuit Refugee Service Scholarship, International Scholarship for Afghanistan Student	2	162000
<a href="#">View File</a>			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Positive Psychology	18/02/2020	44	Dr.Balan Radhakrishna
Leadership Development	18/11/2020	44	Mr.Solomon
Creativity and Innovation	19/02/2020	44	Mrs.Hilda Xavier
Social Auditing Accounting- CD	23/01/2019	50	Mr. Pravin Kirubakkaran
Remedial Coaching for efficacy in curricular aspects.	07/01/2019	93	Mount Olive Leadership Institute, Chennai
self-awareness, Racket and authentic feelings, Importance of assertiveness	21/01/2019	44	Mr. Celestine Paulraj, Consultant - Learning Development
<a href="#">View File</a>			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	TNPSC Exam Orientation Session on Career Progression- Bank/Civil services exam UGC NET/SET Coaching Session Carer Guidance - Your Next Step Career	208	890	13	292

	Counselling for Management Executives Enhancing Employability Skills -HR Enhancing Employability				
2020	"Session on Career Progression-Bank/Civil services exam" Placement Training "Webinar on Teach for India Fellowship" Career Guidance - School Workers Employability Skills Group Discussion and Interview Digital Profile, Group Discussion, Psychometric	88	546	1	230
<a href="#">View File</a>					

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

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

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Sundaram Clayton Ltd. Atos Syntel Private Limited	1849	102	DXC Technology Covenant India Kavin Ventures Pvt. Ltd	1176	75



Valued  
Epistemics  
Pvt. Ltd  
Ashok  
Leyland  
(Hinduja)  
Ltd.,  
Cognizant  
Technology  
Solutions  
India  
Private  
Limited SOS  
childrens  
Village  
Srinivasan  
Services  
Trust TATA  
Consultancy  
services  
(TCS)  
Cogniza

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  
I

[View File](#)

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
2020	135	MSW,BSW ,M.Phil-SW, BSc, MSc, MAHRM, MAHROD, MADM,	Department of Social Work, Department of Psychology, Department of Human Resource Management, Department of Development Management, Department of Social En trepreneursh ip	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,
2019	106	MSW,BSW ,M.Phil-SW,	Department of Social	Madras School of	MA, MSW,MBA, MA

		BSc, MSc, MAHRM, MAHROD, MADM,	Work, Department of Psychology, Department of Human Resource Management, Department of Development Management, Department of Social En trepreneursh ip	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	HRM,MA HROD,MHRM MSc, M.Phil- SW, Ph.D- SW,MBA, MHRM,MA HROD,
No file uploaded.					

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

Items	Number of students selected/ qualifying
NET	25
Civil Services	2
Any Other	8
TOFEL	1
No file uploaded.	

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

Activity	Level	Number of Participants
DEJAVU - Annual Cultural Event Organized by Students Development Council	College Level ( Interdepartmental)	787
Annual Sports Meet Organized by Students Development Council	College Level	787
<a href="#">View File</a>		

### 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

2019	Silver in individual kumite, Karate December 2019	International	1	Nil	1915782021024	Sanjay Kumar A J
2019	Gold men's kumite	International	1	Nil	1915782021024	Sanjay Kumar A J
2019	Overall Trophy/Best Director	National	Nil	1	Nil	"Adhira, Krishna.V. Mikhail Juan Luker, Nandita .M, Shenbaga Nithila, Srividhya LakshmiChandran,Vijaya Gowrimohan"
2020	"Dhruva 2020-Annual Business Cultural fest of IIM"	National	Nil	1	Nil	Hrishkes h.N, Raguram.P,Arjun Krishnan and Sanjana Nair
2020	First and Third Prize	National	Nil	1	Nil	"Hrishkes h.N, Raguram.P,Arjun Krishnan and Sanjana Nair"
2020	HR Trail blazer Award by NIPM Kerala Chapter - June & July 2020	National	Nil	1	1915782021029	Sruthi.A.S
2020	Seek and Learn Inter Award by NIPM Kerala Chapter -2020	National	Nil	1	1915782021043	Vaishnav i.P
2020	IFH	National	Nil	1	19157820	NAVEEN

National  
Level  
Short Film  
festival

19036

RAJ S

No file uploaded.

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

The 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 Councils 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) :

## 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 alumnus 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 year. 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 benchmarks 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 carryout 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
Admission of Students	<p>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, Neighborhood 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 organized by the IQAC on 16th17th March 2018. In future we had a plan to conducts Online examination for all PG admissions at Madras School of Social Work.</p>
Industry Interaction / Collaboration	<p>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,</p>

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.

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.

Library, ICT and Physical Infrastructure / Instrumentation

Madras school of social work established in the year in 1952 and one among the top3 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 videoconferencing facility which helps the faculty members to conduct training programmes to outside organizations 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.

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, focused 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.

Examination and Evaluation

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 re-totaling 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.

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, fieldtrips, 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/>)

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 ample 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.

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

E-governance area	Details
Planning and Development	<p>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 (<a href="https://mssw.ibossems.com/">https://mssw.ibossems.com/</a>). From the faculty login concerned faculty members</p>

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 budgets end 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.ibossem.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 In Madras School of Social Work, Marks entry/submission by faculty members, Students' attendance maintenance, students' enrolment, Exam registrations, hall

### 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	Name of the professional body for which membership	Amount of support
------	-----------------	-----------------------------------------------------------	----------------------------------------------------	-------------------

		support provided	fee is provided	
2019	R. Narasimahan	WORKSHOP - WORKSHOP ON GOOGLE CLASS CONFERENCE	Madras Management Association	2000
2019	Anitha Bai	WORKSHOP - WORKSHOP ON DESIGN THINKING ORGANISED BY MADRAS MANAGEMENT ASSOCIATION	Madras Management Association	2000
2019	Hannah John	WORKSHOP - THE INTRODUCTORY WORKSHOP IN PSYCHO-SEXUAL MEDICINE AND THERAPY	Institute of Psychosexual medicine	5000
2020	Sangeeth Gopinath	CONFERENCE - 3rd International Conference on Human Development and indian knowledge traditions	Nil	4000
2020	S. Sivaranjani	WORKSHOP - EFSI WORKSHOP	EMPLOYERS FEDERATION OF SOUTHERN INDIA, Chennai Chapter	2000
<a href="#">View File</a>				

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)
2019	Faculty Development Programme (FDP) on Impact Assessment and Social Audit for the faculty members	Nil	08/04/2019	08/04/2019	55	Nil

2020	National Level IPR Workshop	Nil	11/11/2020	11/11/2020	110	Nil
2019	Conducted Faculty Development Programme on Proposal Writing to funding agencies E-Resources for Social Science Research, H-Index Journal	Nil	22/11/2019	22/11/2019	57	Nil
2020	Training on online-Examination Process	Training on online-Examination Process	01/07/2020	01/07/2020	55	11
2019	Nil	On-Line Admission Process	19/04/2019	19/04/2019	Nil	8
2019	Nil	Added features in Iboss software application in administrative purpose	29/06/2019	29/06/2019	Nil	8
<a href="#">View File</a>						

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
Five Days Workshop	1	21/01/2019	25/01/2019	5
Two Weeks Capacity Building Programme	1	17/08/2019	30/08/2019	14
Two Weeks Faculty Development Programme	1	20/04/2020	06/05/2020	14
96th Online Short Term	1	23/07/2020	29/07/2020	7

Course on E - Content Development organized by UGC - Human Resource Development Centre, GUJARAT UNIVERSITY, Ahmedabad				
One Week Online National Level Faculty Development Programme	2	15/06/2020	20/06/2020	7

[View File](#)

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 in a 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 received in Rs.	Purpose
Phil Mary Club wala Jadhav Trust Phil Mary Club wala Jadhav Trust Suchismita Swaminathan Padmavathi Educational Charitable Trust Babu Mathew Aban Offshore Babu Mathew A M Swaminathan Ohio University Smart Classroom sponsored by Cognizant (CTS)	6488000	Instituting an Student Merit Award, Instituting an Student Merit Award, College Infrastructure development Instituting a Student Merit Scholarship Student Award for Academic Excellence, Establishment of Community College Student Award Instituting a Student Scholarship Donation Smart Classroom
<a href="#">View File</a>		

6.4.3 – Total corpus fund generated

6488000
---------

## 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 Peer Team committee for AAA	Yes	Principal, Dean and IQAC Coordinator
Administrative	Yes	Three members Peer Team committee for AAA	Yes	Principal, Dean and IQAC Coordinator

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

1) Madras School of Social Work - Parent Teacher Association is Actively participated in the Survey generated by the IQAC office in all the years, 2) being the member and 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)

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 especially in Learning Resources for competing with International Standard 2) adding more student support services for attaining graded college status in all Accreditation Assessments 3) arranging more better placements for alumni passed-outs even helping them to attain elite position.

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
2019	AISHE Submission	05/02/2019	05/02/2019	05/02/2019	15
2019	IQAC Meetings Fourth Quarter of the 2018-19	08/03/2019	08/03/2019	08/03/2019	14
2019	Academic and Administrative Audit	21/03/2019	21/03/2019	21/03/2019	15
2019	Faculty Development Programme (FDP) on Social Auditing and Impact Assessment	08/04/2019	08/04/2019	08/04/2019	55
2019	Student Feed Back Review Even Semester	30/04/2019	30/04/2019	30/04/2020	5
2019	Applied for RUSA Funding	22/05/2019	22/05/2019	22/05/2019	5
2019	IQAC Meetings First Quarter of the 2019-2020	15/06/2019	15/06/2019	15/06/2019	15
2019	Conducted	17/06/2019	17/06/2019	19/06/2019	372

	Student Induction Program (SIP) in coordination with Principal Office				
2019	Submitted Student Induction Programme (SIP) report to University Activity Monitoring Portal of UGC under HEI category	06/07/2019	06/07/2019	06/07/2019	5
2019	Preparing Swayam online Course Proposals	23/09/2019	23/09/2019	23/09/2019	55
<a href="#">View File</a>					

## 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	11/01/2019	11/01/2019	157	128
Self Defense Programme	06/03/2019	06/03/2019	150	42
Women's Day Celebration	08/03/2019	08/03/2019	422	378
Awareness Programme on women Safety	08/03/2019	08/03/2019	160	Nil
Seminar on Gender Sensitization	13/03/2019	13/03/2019	329	152
Ambedkar Jayanthi Celebration - Gender Sensivity	13/04/2019	13/04/2019	422	382

Environment day Celebrations and Games	05/06/2019	05/06/2019	422	382
Founder's Day Celebration & Endowment Lecture	10/06/2019	10/06/2019	433	382
Awareness programme on Thyroid Related Problems	18/06/2019	18/06/2019	160	95
Yoga training	21/06/2019	21/06/2019	150	126
Discussion on Womens' health issues	03/07/2019	03/07/2019	72	53
Seminar on Issues facing by women during the employment	10/07/2019	10/07/2019	243	48
Working together to save our life:Suicide Prevention	10/07/2019	10/07/2019	160	95
Menstrual Hygiene	12/07/2019	12/07/2019	423	Nil
Social Cohesion	19/07/2019	19/07/2019	150	126
Social Parenting on elders	25/07/2019	25/07/2019	160	125
Abuse and Addiction	26/07/2019	26/07/2019	72	53
Women Micro Entrepreneurs	29/07/2019	29/07/2019	11	21
Handling Stress	03/08/2019	03/08/2019	145	65
Personal Grooming	08/08/2019	08/08/2019	91	83
Honour to elders at home	21/08/2019	21/08/2019	150	126
Inguaration of women entrepreneur	02/10/2019	02/10/2019	11	21
Seminar on Cyber law and Cyper Security	10/10/2019	10/10/2019	213	232
Breast Cancer Awareness	14/10/2019	14/10/2019	423	Nil

Awareness campaigning on women security and protection against eve-teasing	17/10/2019	17/10/2019	283	Nil
Seminar on Climatic Change	19/10/2019	19/10/2019	107	88
Awareness on Thrift savings habit among students	30/10/2019	30/10/2019	422	382
Seminar on Women Empowerment	04/11/2019	04/11/2019	160	95
Workshop on Domestic Violence	25/11/2019	25/11/2019	99	80
Awareness on Anemia	26/11/2019	26/11/2019	160	Nil
Emotional Well-being	04/12/2019	04/12/2019	160	95
Let's understand your rights : Youth standing up for Human Rights	10/12/2019	10/12/2019	422	382
Women's Day Celebration	09/03/2020	09/03/2020	433	286
Community day Celebration	13/01/2020	13/01/2020	422	382
Inclusive Pongal: a way ahead of integrating all folk Tamil cultures	11/01/2019	11/01/2019	385	225

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	25
Provision for lift	Yes	25
Ramp/Rails	Yes	25

Braille Software/facilities	Yes	25
Rest Rooms	Yes	25
Scribes for examination	Yes	25
Special skill development for differently abled students	Yes	25
Any other similar facility	Yes	25

#### 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
2019	1	1	11/01/2019	1	Inclusive Pongal: a way ahead of integrating all folk Tamil cultures	Communal Atrocities, Avoidance of conflict, Integration of all Tamil folks	667
2020	1	1	13/01/2020	1	Community day celebration	Communal Atrocities, Avoidance of conflict, Integration of all Tamil folks	728
2019	1	2	05/06/2019	1	Environment day Celebrations and Games	Deforestation: clear-cutting and selective logging of trees addressed	335
2019	1	1	10/06/2019	1	Founders Day Celebration	Community Mental	580

					ration Endowment Lecture	Health	
2019	1	1	25/07/2019	1	Social Parenting on elders	Old-age Problems	320
2019	1	1	26/07/2019	1	Awareness on gender discrimination	gender issues, discrimination, partiality etc..,	433
2019	1	1	19/10/2019	1	Seminar on Climatic Change	Environment pollutions	192
2019	1	1	04/11/2019	1	Seminar on Women Empowerment	Women empowerment	433

No file uploaded.

#### 7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
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.
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	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.

## 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 Womens 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
No file uploaded.			

## 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 happening 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 micro-plastics 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/igac/#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 community's 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 ClubwalaJadhav (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 hasn't 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/igac/#Institutional-Distinctiveness>

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

Preparing the Madras School of Social Work for the NAAC-4th Cycle of Assessment and Accreditation, preparing the faculty to offer more courses in MOOCs platform, encouraging to publish more papers in Scopus, Web of sciences and strengthen the departmental outreach programmes by using the all-stake holder of the college. Strengthening academic remedial programme and personal mentoring programme in a more outcome based and same will be the factor for getting more weightage in all sort of accreditation assessment process. Revisiting and restructured the existing curriculum for competing with market demands and stake-holders' expectations for the coming academic year. Improve the quality of teaching and learning environment by offering more Faculty development Programme in that line. Materialize to offer one more programme with University of Madras approval in the discipline of disability field to cater the urges of the professional social workers working in rehabilitations and disability sector.