YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1. Name of the Institution `Tata Institute of Social Sciences`

- Name of the Head of the institution `Shalini Bharat`

- Designation `Director`

- Does the institution function from its own campus? `Yes`

- Phone no./Alternate phone no. `022-2552-5200`

- Mobile no `9833074487`

- Registered e-mail `registrar@tiss.edu`

- Alternate e-mail address `director@tiss.edu`

- City/Town `V.N. Purav Marg, Deonar`

- State/UT `Maharashtra`

- Pin Code `400088`

2. Institutional status

- University `Deemed`

- Type of Institution `Co-education`

- Location `Semi-Urban`

- Name of the IQAC Co-ordinator/Director `Surinder Jaswal`

- Phone no./Alternate phone no   **022-2552-5400**

- Mobile   **9833074487**

- IQAC e-mail address   **tiss.iqac@tiss.edu**

- Alternate Email address   **surijas@tiss.edu**

3.Website address (Web link of the AQAR (Previous Academic Year)   **https://tiss.edu/uploads/files/AQAR-IQAC-2019-20.pdf**

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

- if yes, whether it is uploaded in the Institutional website Web link:

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**A++**	**5/5**	**2002**	**12/02/2002**	**11/02/2007**
Cycle 2	**A+**	**3.88/4**	**2009**	**31/12/2009**	**30/12/2014**
Cycle 3	**A+**	**3.89/4**	**2016**	**19/02/2016**	**18/02/2023**

6.Date of Establishment of IQAC   **01/04/2004**

7.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
Directorate of TISS in consultation with Ministry of Youth Affairs & Sports (GoI) and the National Skill Development Agency (NSDA)	**The National University Students' Skill Development (NUSSD) Programme**	**Tata Trust, J.P. Morgan and HDFC**	**2012 and ongoing**	**Nil**

8.Whether composition of IQAC as per latest NAAC guidelines   `Yes`

- Upload latest notification of formation of IQAC   No File Uploaded

9.No. of IQAC meetings held during the year   `19`

- The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website. (Please upload, minutes of meetings and action taken report)   `Nil`

- (Please upload, minutes of meetings and action taken report)   No File Uploaded

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?   `No`

- If yes, mention the amount

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

`• Enterprise Resource Planning (ERP) improves access to accurate and timely information; enhance workflow, increase efficiency, integrate existing systems; and establish a foundation for new, emergent systems • Regular reconstitution of Screening committee for Career Advancement Scheme (CAS) to examine applications, ensure quality of publications, and verification of API scores under UGC guidelines • RS Tracking System and Online Platform for M.Phil.- Ph.D. Scholars: Initiated in 2013, this online tracking system continues to enhance interaction between scholars and guides. • Strengthening of Knowledge Dissemination: The IQAC strengthens knowledge dissemination in two ways- digitalising and disseminating the research articles published in the Indian Journal of Social Work (IJSW) and publishing working papers`

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
The Institute has a well-planned academic calendar prepared in the beginning of each academic year that is strictly followed. • Academic council deliberates on matters of academic nature and steers the Institute to maintain academic standards of excellence. The Council approves the academic programmes of all Schools/Centres and provides directions for future academic growth and development • The Facilitation Committee meets regularly to ensure alignment in decision-making, management and coordination amongst Schools/Centres/Administrative Units, and the general administration. • Research Council provides direction and guidance to the Institute to create an enabling environment for research and sharing; and to position it as an academic leader in the social sciences. • Institutional Review Board reviews, approves and monitors all types of research proposals involving human participants with a view to safeguard the dignity, rights, safety and wellbeing of all actual and potential research participants. • The Finance Committee supports and supervises the raising of funds for the Institute's development and functioning; and also facilitates and monitors finances to ensure transparent and accountable governance. Despite the significant increase in numbers of academic programmes, these statutory	The well panned academic calendar is achieved at the end of the academic year

bodies have successfully coordinated towards quality enhancement facilitating strong linkages between education, research, field action, and dissemination.

13.Whether the AQAR was placed before statutory body?   Yes

- Name of the statutory body

Name	Date of meeting(s)
Top Management Committee (TMC)	21/10/2020

14.Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to Assess the functioning?   No

15.Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	Tata Institute of Social Sciences
• Name of the Head of the institution	Shalini Bharat
• Designation	Director
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	022-2552-5200
• Mobile no	9833074487
• Registered e-mail	registrar@tiss.edu
• Alternate e-mail address	director@tiss.edu
• City/Town	V.N. Purav Marg, Deonar
• State/UT	Maharashtra
• Pin Code	400088

2.Institutional status	
• University	Deemed
• Type of Institution	Co-education
• Location	Semi-Urban
• Name of the IQAC Co-ordinator/Director	Surinder Jaswal
• Phone no./Alternate phone no	022-2552-5400
• Mobile	9833074487
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9.No. of IQAC meetings held during the year	19	
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• (Please upload, minutes of meetings and action taken report)	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

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

• Enterprise Resource Planning (ERP) improves access to accurate and timely information; enhance workflow, increase efficiency, integrate existing systems; and establish a foundation for new, emergent systems • Regular reconstitution of Screening committee for Career Advancement Scheme (CAS) to examine applications, ensure quality of publications, and verification of API scores under UGC guidelines • RS Tracking System and Online Platform for M.Phil.- Ph.D. Scholars: Initiated in 2013, this online tracking system continues to enhance interaction between scholars and guides. • Strengthening of Knowledge Dissemination: The IQAC strengthens knowledge dissemination in two ways- digitalising and disseminating the research articles published in the Indian Journal of Social Work (IJSW) and publishing working papers

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Despite the significant increase in numbers of academic programmes, these statutory bodies have successfully coordinated towards quality enhancement facilitating strong linkages between education, research, field action, and dissemination.

13.Whether the AQAR was placed before statutory body?	**Yes**

- Name of the statutory body

Name	Date of meeting(s)
Top Management Committee (TMC)	**21/10/2020**

14.Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to Assess the functioning?	**No**

15.Whether institutional data submitted to AISHE

Year	Date of Submission
2020	**30/11/2021**

16.Multidisciplinary / interdisciplinary

17.Academic bank of credits (ABC):

18.Skill development:

19.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

20.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

21.Distance education/online education:

Extended Profile

1.Programme

1.1   **59**

Number of programmes offered during the year:

File Description	Documents
Data Template	No File Uploaded

1.2   **22**

Number of departments offering academic programmes

2.Student

2.1   **3048**

Number of students during the year

File Description	Documents
Data Template	No File Uploaded

2.2   **1478**

Number of outgoing / final year students during the year:

File Description	Documents
Data Template	No File Uploaded

2.3   **1501**

Number of students appeared in the University examination
during the year

File Description	Documents
Data Template	No File Uploaded

2.4   **141**

Number of revaluation applications during the year

3.Academic

3.1   **1566**

Number of courses in all Programmes during the year

File Description	Documents
Data Template	No File Uploaded

3.2   **285**

Number of full time teachers during the year

File Description	Documents
Data Template	No File Uploaded

3.3   **NA**

Number of sanctioned posts during the year

File Description	Documents
Data Template	No File Uploaded

4.Institution

4.1   **42,690 MA**

Number of eligible applications received for admissions to all the
Programmes during the year

File Description	Documents
Data Template	No File Uploaded

4.2   **785 MA**

Number of seats earmarked for reserved category as per GOI/
State Govt. rule during the year

Extended Profile

1.Programme

1.1	**59**
Number of programmes offered during the year:	

File Description	Documents
Data Template	No File Uploaded

1.2	**22**
Number of departments offering academic programmes	

2.Student

2.1	**3048**
Number of students during the year	

File Description	Documents
Data Template	No File Uploaded

2.2	**1478**
Number of outgoing / final year students during the year:	

File Description	Documents
Data Template	No File Uploaded

2.3	**1501**
Number of students appeared in the University examination during the year	

File Description	Documents
Data Template	No File Uploaded

2.4	**141**
Number of revaluation applications during the year	

3.Academic

3.1	**1566**

Number of courses in all Programmes during the year

File Description	Documents
Data Template	No File Uploaded

3.2

Number of full time teachers during the year

285

File Description	Documents
Data Template	No File Uploaded

3.3

Number of sanctioned posts during the year

NA

File Description	Documents
Data Template	No File Uploaded

4.Institution

4.1

Number of eligible applications received for admissions to all the Programmes during the year

42,690 MA

File Description	Documents
Data Template	No File Uploaded

4.2

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

785 MA

File Description	Documents
Data Template	No File Uploaded

4.3

Total number of classrooms and seminar halls

60

4.4

Total number of computers in the campus for academic

1386

purpose	
4.5 Total expenditure excluding salary during the year (INR in lakhs)	NA

Part B	
CURRICULAR ASPECTS	
1.1 - Curriculum Design and Development	
1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which is reflected in Programme outcomes (POs), Programme Specific Outcomes(PSOs) and Course Outcomes(COs) of the Programmes offered by the University	
The curricula developed and implemented have relevance to the local, national and global developmental needs. Issues related to poverty, socio-economic, gender, environment and climate change, livelihood, entrepreneurship, innovations, health and mental health and sustainable development are included in the curricula. The curricula are revised from time to time based on the developments in the local and global scenario. The POs, PSOs and Cos are measured by the faculty members of the institute. Students fill evaluation forms and feedback forms at the end of the IV semester. The faculty members analyse the evaluation forms as well as pass percentage of the students of a particular course. The reports are then reviewed by the respective School Boards. The reports are further presented in the Academic Council Meetings for review, revision of the pedagogy, and approval.	

File Description	Documents
Upload relevant supporting document	No File Uploaded

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

Nil

File Description	Documents
Upload the data template	No File Uploaded
Upload relevant supporting document	No File Uploaded

1.1.3 - Total number of courses having focus on employability/ entrepreneurship/ skill development offered by the University during the year

1.1.3.1 - Number of courses having focus on employability/ entrepreneurship/ skill development during the year

4

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	**No File Uploaded**

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced of the total number of courses across all programs offered during the year

7

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	**No File Uploaded**

1.2.2 - Number of Programmes in which Choice Based Credit System (CBCS)/elective course system has been implemented during the year

49 CBCS and 40 Elective

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	**No File Uploaded**

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Two MA Programmes- M.A. In Women's Studies and M.A. Social Work in Women Centred Practice emphasise gender issues, critically examine women's position in society from diverse feminist theoretical frameworks and understand approaches and strategies required to develop women's agency and citizenship, beginning a

process of reflection and rethinking on equity for women in relation to self

M.A. in Ecology, Environment and Sustainable Development examines Human-environment interaction and the different approaches to studying environment and ecology; interrelationships of resource use, economics, politics and their impact on the environment; environmental issues and their linkages to politics of development at the local, regional and global level; issues in environmental economics and natural resource economics.

Secular Ethics course focuses on sourcing my universal values; designing change based on universal values and secular ethics; leading with others; accountability and responsibility; and ethical leadership.

File Description	Documents
Upload relevant supporting document	No File Uploaded

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

4

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	No File Uploaded

1.3.3 - Total number of students enrolled in the courses under 1.3.2 above

1.3.3.1 - Number of students enrolled in value-added courses imparting transferable and life skills offered during the year

File Description	Documents
Upload the data template	No File Uploaded
Upload relevant supporting document	No File Uploaded

1.3.4 - Number of students undertaking field projects / research projects / internships during the year

310

File Description	Documents
Upload the data template	[View File](#)
Upload relevant supporting document	**No File Uploaded**

1.4 - Feedback System

1.4.1 - Structured feedback for design and review of syllabus – semester wise / is received from Students Teachers Employers Alumni	• **Any 1 of the above**

File Description	Documents
Upload relevant supporting document	**No File Uploaded**

1.4.2 - Feedback processes of the institution may be classified as follows	• **Feedback collected**

File Description	Documents
Upload relevant supporting document	**No File Uploaded**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Demand Ratio

2.1.1.1 - Number of seats available during the year

1605

File Description	Documents
Upload the data template	[View File](#)
Upload relevant supporting document	**No File Uploaded**

2.1.2 - Total number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per applicable reservation policy during the year (Excluding Supernumerary Seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

714

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	**No File Uploaded**

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the studentsand organises special Programmes for advanced learners and slow learners

Counselling Centre: The Counselling Centre of TISS offers a confidential and supportive environment for students and staff to explore and deal with issues related to academics, managing inter-personal relationships and/or personal development and growth. The Counselling team consists of three full-time, two part-time counsellors and a visiting psychiatrist. Students and staff can personally approach the Centre for an appointment or get one through a phone call or e-mail.

File Description	Documents
Upload relevant supporting document	**No File Uploaded**
Link For Additional Information	**Nil**

2.2.2 - Student - Full time teacher ratio during the year

Number of Students	Number of Teachers
1478 (passing batch only)	**285**

File Description	Documents
Upload relevant supporting document	**No File Uploaded**

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem-solving methodologies are used for enhancing learning experiences

The Centre for Critical Media Praxis consolidates the praxis base of CMCS (including media production and theorising on practice) and expands its scope to include new media, community

based participatory initiatives and the production of multi-media and web-based materials. The CCMP also anchors the production and skill-based courses of the School.

The Centre for Community organization and Development Practice emphasizes on community organizing that is critical for people to demand, support, resist and contest processes and to have a voice in order to steer decisions their way. It is imperative for education in community practice to respond to the dynamism of the field in the classroom as well as in field education. For students the capacity to grasp the connections between the micro and macro realities to inform practice and to build the ability to engage with communities in complex and cross-cultural situations is extremely important.

File Description	Documents
Upload relevant supporting document	No File Uploaded

2.3.2 - Teachers use ICT enabled tools including online resources for effective teaching and learning processes during the year

TISSOL developed in-house by the faculty of the institute is a learning platform used to augment and move existing learning environments online in the wake of the pandemic. All faculty and students are enrolled with their respective courses. They upload reading resources, assignments, and self study materials for enhancing learning process.

A special course for internal faculty development, TISSOL-Getting Started, was designed and offered to Institute's faculty as it prepares for the scenario of online teaching in the face of continuing disruption of campus life on account of the COVID-19 pandemic.

Faculty use software such as SPSS, Strata, Atlas Ti, Nvivo, Mendeley, Grammarly, Turnitin for various purposes of teaching, learning and research.

The Library provides access to over 9,000 online journals and 22 databases. Prominent among them are J-Stor, Project Muse, Oxford University Press, Emerald Management, EBSCO Business Source Elite, PsychArticles, Indiastat.com, World eBook Library, Routledge, Oxford University Press (e-books), Net Library eBooks Collection, India Business Insight Database, etc . All faculty and students use these database for teaching and learning

process.

File Description	Documents
Upload relevant supporting document	**No File Uploaded**

2.3.3 - Ratio of students to mentor for academic and other related issues during the year

2.3.3.1 - Number of mentors

File Description	Documents
Upload relevant supporting document	**No File Uploaded**

2.4 - Teacher Profile and Quality

2.4.1 - Total Number of full time teachers against sanctioned posts during the year

158

File Description	Documents
Upload the data template	**No File Uploaded**
Upload relevant supporting document	**No File Uploaded**

2.4.2 - Total Number of full time teachers withPh.D./D.M/M.Ch./D.N.B Superspeciality/D.Sc./D'Lit. during the year

285

File Description	Documents
Upload the data template	**No File Uploaded**
Upload relevant supporting document	**No File Uploaded**

2.4.3 - Total teaching experience of full time teachers in the same institution during the year

2.4.3.1 - Total experience of full-time teachers

NA

File Description	Documents
Upload the data template	**No File Uploaded**
Upload relevant supporting document	**No File Uploaded**

2.4.4 - Total number of full time teachers who received awards, recognition, fellowships at State, National, International level from Government/Govt. recognised bodies during the year

5

File Description	Documents
Upload the data template	[View File](#)
Upload relevant supporting document	**No File Uploaded**

2.5 - Evaluation Process and Reforms

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

Nil

2.5.1.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results year wise during the year

27

File Description	Documents
Upload the data template	[View File](#)
Upload relevant supporting document	**No File Uploaded**

2.5.2 - Total number of student complaints/grievances about evaluation against total number appeared in the examinations during the year

141 Revaluation

File Description	Documents
Upload relevant supporting document	**No File Uploaded**

2.5.3 - IT integration and reforms in the examination procedures and processes (continuous internal assessment and end-semester assessment) have brought in considerable improvement in examination management system of the institution

IT integration and reforms in the examination procedures and processes (continuous internal assessment and end-semester assessment) have brought in considerable improvement in examination management system of the institution.

File Description	Documents
Upload relevant supporting document	**No File Uploaded**

2.5.4 - Status of automation of Examination division along with approved Examination Manual

File Description	Documents
Upload the data template	**No File Uploaded**
Upload relevant supporting document	**No File Uploaded**

2.6 - Student Performance and Learning Outcomes

2.6.1 - The institution has stated learning outcomes (generic and programme specific)/graduate attributes which are integrated into the assessment process and widely publicized through the website and other documents

The institution has stated learning outcomes (generic and programme specific)/graduate attributes which are integrated into the assessment process but not yet widely publicised through the website.

File Description	Documents
Upload relevant supporting document	**No File Uploaded**

2.6.2 - Attainment of Programme outcomes, Programme specific outcomes and course outcomes are evaluated by the institution during the year

The POs, PSOs and Cos are measured by the faculty members of the institute. Students fill evaluation forms and feedback forms at the end of the IV semester. The faculty members analyse the evaluation forms as well as pass percentage of the students of a particular course. The reports are then reviewed by the respective School Boards. The reports are further presented in the Academic Council Meetings for review, revision of the pedagogy, curriculum to enhance teaching and learning.

File Description	Documents
Upload relevant supporting document	**No File Uploaded**

2.6.3 - Number of students passed during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

1478

File Description	Documents
Upload the data template	[View File](#)
Upload relevant supporting document	**No File Uploaded**

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a web link)

[na](#)

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution Research facilities are frequently updated and there is well defined policy for promotion of research which is uploaded on the institutional website and implemented

The Office of the Deputy Director (Research) welcomes faculty members to submit proposals to the Research Council for funding. Each research proposal received by the centre is sent for a blind review to a referee (a panel of senior and experienced researchers in the relevant field) who comments on the clarity and focus including rationale of the proposed study, logical flow of ideas, methodology, feasibility, originality and contribution to knowledge. The reviewer's comments are shared with the researcher to help strengthen the proposal. The updated proposal, post verification (incorporation of reviewers comments and budget scrutiny), is sanctioned for funding by the Deputy Director (Research). The maximum funding per annum for a proposal is three lakhs which includes financial support towards expenditure on research personnel, travel for field work,etc.

https://tiss.edu/view/6/research/research-council-and-research-projects/

File Description	Documents
Upload relevant supporting document	**No File Uploaded**

3.1.2 - The institution provides seed money to its teachers for research (amount INR in Lakhs)

78.90

File Description	Documents
Upload the data template	[View File](#)
Upload relevant supporting document	**No File Uploaded**

3.1.3 - Number of teachers receiving national/ international fellowship/financial support by various agencies for advanced studies/ research during the year

37

File Description	Documents
Upload the data template	**No File Uploaded**
Upload relevant supporting document	[View File](#)

3.1.4 - Number of JRFs, SRFs, Post-Doctoral Fellows, Research Associates and other research fellows enrolled in the institution during the year

27

File Description	Documents
Upload the data template	[View File](#)
Upload relevant supporting document	**No File Uploaded**

3.1.5 - Institution has the following facilities to support research Central Instrumentation Centre Animal House/Green House Museum Media laboratory/Studios Business Lab Research/Statistical Databases Moot court Theatre Art Gallery	**B. Any 3 of the above**

File Description	Documents
Upload relevant supporting document	**No File Uploaded**

3.1.6 - Number of departments with UGC-SAP, CAS, DST-FIST, DBT, ICSSR and other recognitions by national and international agencies during the year

0

File Description	Documents
Upload the data template	**No File Uploaded**
Upload relevant supporting document	**No File Uploaded**

3.2 - Resource Mobilization for Research

3.2.1 - Extramural funding for Research (Grants sponsored by the non-government sources such as industry, corporate houses, international bodies for research projects) endowments, Chairs in the University during the year (INR in Lakhs)

990

File Description	Documents
Upload the data template	[View File](View_File)
Upload relevant supporting document	**No File Uploaded**

3.2.2 - Grants for research projects sponsored by the government agencies during the year (INR in Lakhs)

23.28

File Description	Documents
Upload the data template	[View File](View_File)
Upload relevant supporting document	**No File Uploaded**

3.2.3 - Number of research projects per teacher funded by government and non-government agencies during the year

31

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	No File Uploaded

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an eco-system for innovations including Incubation centre and other initiatives for creation and transfer of knowledge

The institute has an excellent ecosystem for innovations including incubation centre for creation and transfer of knowledge. It has a dedicated carpet area of 300 sq ft for entrepreneurship cell. 16 start ups/ companies have been incubated in the last 3 years and 15 full time jobs have been created by those incubated companies. A total number of 150 women entrepreneurs are supported by the E-Cell. Five of the start ups/ companies incubated are Accord Innovations Pvt Ltd, Sociodent, Fudokame Pvt Ltd, Farm Prosperity Solutions, and Gramin Mantra.

File Description	Documents
Upload relevant supporting document	No File Uploaded

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

Nil

3.3.2.1 - Total number of workshops/seminars conducted on Research methodology, Intellectual Property Rights (IPR), entrepreneurship, skill development year wise during the year

16

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	No File Uploaded

3.3.3 - Number of awards / recognitions received for research/innovations by the institution/teachers/research scholars/students during the year

3.3.3.1 - Total number of awards / recognitions received for research/innovations won by institution/teachers/research scholars/students year wise during the year

File Description	Documents
Upload the data template	**No File Uploaded**
Upload relevant supporting document	**No File Uploaded**

3.4 - Research Publications and Awards

3.4.1 - The institution ensures implementation of its stated Code of Ethics for research

3.4.1.1 - The institution has a stated Code of Ethics for research and the implementation of which is ensured through the following 1. **Inclusion of research ethics in the research methodology course work** 2. **Presence of institutional Ethics committees (Animal, chemical, bio-ethics etc)** 3. **Plagiarism check** 4. **Research Advisory Committee**	**B. Any 3 of the above**

File Description	Documents
Upload relevant supporting document	[View File](#)

3.4.2 - The institution provides incentives to teachers who receive state, national and international recognitions/awards Commendation and monetary incentive at a University function Commendation and medal at a University function Certificate of honor Announcement in the Newsletter / website	**D. Any 1 of the above**

File Description	Documents
Upload the data template	**No File Uploaded**
Upload relevant supporting document	[View File](#)

3.4.3 - Number of Patents published/awarded during the year

3.4.3.1 - Total number of Patents published/awarded year wise during the year

File Description	Documents
Upload the data template	**No File Uploaded**
Upload relevant supporting document	**No File Uploaded**

3.4.4 - Number of Ph.D's awarded per teacher during the year

3.4.4.1 - How many Ph.D's are awarded during the year

70

File Description	Documents
Upload the data template	<u>View File</u>
Upload relevant supporting document	**No File Uploaded**

3.4.5 - Number of research papers per teacher in the Journals notified on UGC website during the year

214

File Description	Documents
Upload the data template	<u>View File</u>
Upload relevant supporting document	**No File Uploaded**

3.4.6 - Number of books and chapters in edited volumes published per teacher during the year

3.4.6.1 - Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings during the year

117

File Description	Documents
Upload the data template	<u>View File</u>
Upload relevant supporting document	<u>View File</u>

3.4.7 - E-content is developed by teachers For e-PG-Pathshala For CEC (Under Graduate) For SWAYAM For other

MOOCs platform For NPTEL/NMEICT/any other Government Initiatives For Institutional LMS

File Description	Documents
Upload the data template	**No File Uploaded**
Upload relevant supporting document	**No File Uploaded**

3.4.8 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

Scopus	Web of Science
Nil	**Nil**

File Description	Documents
Any additional information	**No File Uploaded**
Bibliometrics of the publications during the year	**No File Uploaded**

3.4.9 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

Scopus	Web of Science
Nil	**Nil**

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	**No File Uploaded**
Any additional information	**No File Uploaded**

3.5 - Consultancy

3.5.1 - Institution has a policy on consultancy including revenue sharing between the institution and the individual and encourages its faculty to undertake consultancy

Institution has a policy on consultancy including revenue sharing between the institution and the individual and encourages its faculty to undertake consultancy

File Description	Documents
Upload relevant supporting document	**No File Uploaded**

3.5.2 - Revenue generated from consultancy and corporate training during the year (INR in Lakhs)

3.5.2.1 - Total amount generated from consultancy and corporate training during the year (INR in lakhs)

17.1

File Description	Documents
Upload the data template	**No File Uploaded**
Upload relevant supporting document	<u>View File</u>

3.6 - Extension Activities

3.6.1 - Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the year

Three Workshops orgnaised on Awareness of Self and Personal and Shared Self Care Method organised by M.Phil PSW scholars. The Counselling Center at TISS conducts a range of sensitisation programmes and workshops throughout the year that focus on student mental health, holistic development of students and promotion of mental health. In the year 2020-21, through the Peer Support Programme, over 100 students were trained through 12 sessions on issues such as self-awareness, self-care, problem solving, communication skills, understanding prejudice, appreciating diversity and so on.

File Description	Documents
Upload relevant supporting document	**No File Uploaded**

3.6.2 - Number of awards received by the Institution, its teachers and students from Government /Government recognised bodies in recognition of the extension activities carried out during the year

3.6.2.1 - Total number of awards and recognition received for extension activities from Government / Government recognised bodies during the year

File Description	Documents
Upload the data template	**No File Uploaded**
Upload relevant supporting document	**No File Uploaded**

3.6.3 - Number of extension and outreach programs conducted by the institution including those through NSS/NCC/Red cross/YRC during the year(including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)

5

File Description	Documents
Upload the data template	**No File Uploaded**
Upload relevant supporting document	<u>View File</u>

3.6.4 - Total number of students participating in extension activities listed at 3.6.3 above during the year

0

File Description	Documents
Upload the data template	**No File Uploaded**
Upload relevant supporting document	<u>View File</u>

3.7 - Collaboration

3.7.1 - Number of collaborative activities with other institutions/ research establishment/industry for research and academic development of faculty and students during the year

3.7.1.1 - Total number of Collaborative activities with other institutions/ research establishment/industry for research and academic development of faculty and students during the year

6

File Description	Documents
Upload the data template	**No File Uploaded**
Upload relevant supporting document	<u>View File</u>

3.7.2 - Number of functional MoUs with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the year

`11`

File Description	Documents
Upload the data template	**No File Uploaded**
Upload relevant supporting document	[View File](#)

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The institution has adequate facilities for teaching - learning. viz., classrooms, laboratories, computing equipment, etc.

```
Details of Classrooms

Mumbai: 12

Naoroji: 16

Guwahati: 16

Tuljapur: 11



Laboratories: 1

Meeting Rooms: 4

Seminar Halls: 5

Sports Facilities: 10

Video Centre: 2

Computers

Mumbai Campus – 200 Computers

Tuljapur Campus – 60 Computers
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Guwahati Campus – 60 Computers

Hyderabad Campus – 40 Computers

File Description	Documents
Upload relevant supporting document	**No File Uploaded**

4.1.2 - The institution has adequate facilities for cultural activities, yoga, games (indoor, outdoor) and sports. (gymnasium, yoga centre, auditorium, etc.)

There are 10 Sports Facilities (Basket Ball Court, Volley Ball Court, Tennis Court, Indoor sports, Gymkhana) in the Campus. The Gymkahana of TISS, located in the main campus, is a two-storey building and has space for a well equipped Gymnasium and space for Yoga. There is a full-fledged indoor badminton court, two very popular table tennis boards and other indoor games like carrom. Mr. Abhijit Tandel, the Gym Instructor is with TISS from July 2008. The Gym is equipped with three electronic and one manual treadmill, two cycles, dumbbells and plates, Leg Extension & Leg Curl Machine, Latt Pull Down Machine, Low Pulley & High Rows Pulley, Chest Press Machine and Pack Deck. It is open from Monday to Saturday and the Instructor is available from 6.00 to 9.00 in the morning and 5.00 to 8.00 in the evening.

File Description	Documents
Upload relevant supporting document	**No File Uploaded**

4.1.3 - Availability of general campus facilities and overall ambience

TISS campus hosts Six hostels, four on the Main campus and two in Malti and Jal A.D. Naoroji Campus Annexe. The hostels can accommodate approximately 500 students. Students of full time Master MPhil and PhD degree programmes can avail of the hostel facility. But regrettably due to limited capacity, hostel admission is dependent on the availability of seats. The hostel fees are paid at the time of the admission to the Central Bank of India, Deonar Branch, which is situated right next to the TISS main campus. Students are usually not allowed to stay in the campus during vacation, but in certain circumstances with prior permission they are allowed to do so.

The Dining Hall (DH) serves both vegetarian and non-vegetarian meals. It is managed by the Institute ona no profit no loss

basis. The DH Committee, which comprises students
representatives, looks after the DH matters under the
Chairpersonship of a faculty member. Packed Lunch is available
on Field Work Days for students on request.

The Counselling services at the Tata Institute of Social
Sciences, Mumbai, began in mid-90's and are a part of Student
Support Services. The Counselling Centre has been providing
services like individual counselling and developmental group
activities for TISS students and staff. It is open six days a
week and its hours are adapted to students needs. The
Counsellors help the students in their day-to-day concerns and
also enhance their overall functioning.

File Description	Documents
Upload relevant supporting document	No File Uploaded

4.1.4 - Total expenditure excluding salary for infrastructure augmentation during the year (INR in Lakhs)

46.92

File Description	Documents
Upload the data template	No File Uploaded
Upload relevant supporting document	No File Uploaded

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS) and has digitisation facility

Sir Dorabji Tata Memorial Library (SDTML) is a resource centre
which has evolved into being an enabler and collaborator in
teaching, learning and research at the institute. The Networked
Library System handled the disruption caused by pandemic very
well. Library strengthrned its remote login facilities to
provide uninterrupted access to eResources

Staffed by a dedicated team of professionals and through the
extensive use of open source ICT tools, library ensured highest
level of learning, teaching and research support during
pandemic.

M K Tata Memorial Center for Visually Challenged has assistive technology for empowering users with partial/full vision loss, managed by a dedicated professional assistant.. All our online content can be accessed from remote login and can be read using assistive technology softwares.

Librariy's innovative practice to promote resources and services have been duly recognised as we are considered as one among the top universities with extensive access/usage of eResources provided under UGC e-ShodhSindhu Consortia. We get access to several online databases under consortia, which is again augmented by library subscriptions to several leading online databases in social sciences. Currently, library provides access to over 9,095 online journals and 20 databases. Prominent among them are: J Store, Project Muse, Cambridge University Press, Oxford University Press, Emerald Management, EBSCO Business Source Elite, PsychArticles, indiastat.com, GALE Virtual Reference Library (e-books), Net Library eBooks Collection, India Business Insight Database, etc.

Highlights of the resources and services usage during pandemic period (June 2020 May 2021)

Currently library has access to more than 9095 fulltext ejournals , ebooks through 19 online databases.

- Remote Login support to more than 4500 users across 4 campuses
- About 5.26 lakh article fulltext downloads/views
- Research Platform Web of Science handled more than 12,000 queries
- Library's etd@TISS is an Institutional Repository for archiving faculty projects, thesis/dissertations achieved more than 3,10,814 views/downloads
- Turnitin: Carried out more than 27,902 plagiarism checks
- Capacity Building of Students: Has used Zoom Platform to conduct training programms to new students, which saw very encouraging registrations of 300 users.

- **Digitization of Study notes for uploading on TISSOL**

File Description	Documents
Upload relevant supporting document	**No File Uploaded**

4.2.2 - Institution has subscription for e-Library resources Library has regular subscription for the following: e – journals e-books e-ShodhSindhu Shodhganga Databases	**A. Any 4 or all of the above**

File Description	Documents
Upload relevant supporting document	**No File Uploaded**

4.2.3 - Annual expenditure for purchase of books/ e-books and subscription to journals/e-journals during the year (INR in Lakhs)

74.13

File Description	Documents
Upload the data template	**No File Uploaded**
Upload relevant supporting document	**No File Uploaded**

4.2.4 - Number of usage of library by teachers and students per day (foot falls and login data for online access)

5550

File Description	Documents
Upload relevant supporting document	**No File Uploaded**

4.3 - IT Infrastructure

4.3.1 - Number of classrooms and seminar halls with ICT - enabled facilities such as LCD, smart board, Wi-Fi/LAN, audio video recording facilities during the year

55

File Description	Documents
Upload the data template	No File Uploaded
Upload relevant supporting document	No File Uploaded

4.3.2 - Institution has an IT policy, makes appropriate budgetary provision and updates its IT facilities including Wi-Fi facility

The Institute had the IT policy which covers the process of implementation of the IT application development which includes the project request workflow and software development which includes all the steps from development, installation, maintenance and support. The steps are taken to ensure the all the authorities are involved and the activity is approved before taking forward the IT project. In case of outsource is required, the due process is followed to call the expression of interest and shortlisting is done with the earlier references of similar work and verify the reference before awarding the work. It is also ensured the source code is available to the Institute as part of the agreement and the applications are developed using open source software. In case of projects which are done internally the Project director ensure the adequate funds are available and system requirement specification is done before the start of the work. The variation up to 10% of the scope of work is accepted. In case of additional requirement of the resources, the development team is hired for the project duration and the maintenance if required. The responsibilities of the section is also mentioned in the IT policy to ensure the successful implementation.

Website policy indicates the content requires necessary approvals to publish in the websites and representing the Institute schools, centres, projects in the social media presence require the prior approval. The network services policy indicates to ensure the network is free from spam, malware and virus and ensure the bandwidth provided for productive purpose. Email has been used effectively for all official communications and the respective sections personnel and academic has to confirm the list of staff and students before creation of the email Ids. The email Ids are periodically removed to ensure the email Id are not getting used after the period of engagement.

The IT facilities in terms of servers are getting upgraded once in 5-6 years for the production servers, the old servers are used for Testing and backups. Data Centre has been managed with

necessary systems for Power, Cooling and Networking support equipment to ensure the services are provided as required. The Wi-Fi facilities are periodically updates as per the latest network requirement or the devices getting older and range of the bandwidth reduces. The Institute identifies the fund for the IT department for the upgrades. There are also students fee and other services provided by the IT department are charged and the fund will be used for the upgrades of the central equipment (servers and data centre).

File Description	Documents
Upload relevant supporting document	**No File Uploaded**

4.3.3 - Student - Computer ratio during the year

Number of students	Number of Computers available to students for academic purposes
Nil	**360**

4.3.4 - Available bandwidth of internet connection in the Institution (Leased line)	• **?1 GBPS**

File Description	Documents
Upload relevant supporting document	**No File Uploaded**

4.3.5 - Institution has the following Facilities for e-content development Media centre Audio visual centre Lecture Capturing System(LCS) Mixing equipment's and softwares for editing	

File Description	Documents
Upload relevant supporting document	**No File Uploaded**
Upload the data template	**No File Uploaded**

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Total expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component during the year

1560.19

File Description	Documents
Upload the data template	**No File Uploaded**
Upload relevant supporting document	**No File Uploaded**

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Rules for use of Computers/ Computer Section

Students with their personal laptops are encouraged to shift to GNU/Linux as this is both opensource and the best protection against viruses. In case of students using their laptops with other Operating Systems such as MS Windows and Office applications (MS-Office, etc.) they are advised to use a licensed operating system, office application and active anti-virus software. Students are also advised to use virus free pen drives in the Institute Network. The Computer Centre will not service problems of personal student computers infected with viruses. 2.2 All Students will be allocated an individual login and password for LDAP authentication, which will be needed for accessing email, accessing Moodle (course management system) and for printing from the computers in the Cyber Library. In order to avoid any misuse of the login by others, students are required not to share the details with anyone and are advised to keep changing their password periodically and form strong passwords which should be a mix of alphanumeric and special characters. Unauthorised use of the computing facilities/transferring of account are not allowed. Transferring of account privileges to unauthorised users will lead to termination of services and de-registration from the Computer Centre facilities.

Rules for Use of Library

All students are expected to keep their bags and other belongings at the Library entrance check point. Only notebooks, books, and valuables like wallets, laptops will be allowed into the Library. Students should note that the Library is not responsible for loss of any personal belongings. All files/folders, books and notebooks must be presented to the Security/Staff at the check point for inspection before leaving the Library premises. Library does not permit any exception in the observance of this rule. All students are required to obtain library membership by submitting duly completed library

membership form along with one recent passport-sized photograph. All students should carry their Institute Identity Card for availing library facilities and services. (Master's Degree students are allowed to borrow up to 5 books at a time from the General Shelf for a period of two weeks). Only one book from the Reserve Shelf will be issued at a time strictly for 2 days and must be returned on the due date between 9.00 a.m. and 10.00 a.m. However, during examinations, Reserve Shelf books are issued overnight to students. If books issued for overnight use are not returned in time, the student's facility to borrow books from the Reserve Shelf will be suspended for a week. Library resources are valuable and are meant for generations of students admitted to TISS, every year, faculty members, students and academicians from other Institutes and, thus, need to be preserved. Tearing of pages, marking, damaging, disfiguring books, journals and other resources in the library should not be done. Such instances will be viewed seriously and could result in library privileges being withdrawn in addition to penalties imposed.

The Dining hall has guidelines to follow such as use of electricity, fans and ACs, zero wastage of food, maintaining queues, proper use of tables and chairs, no personal and cultural functions.

File Description	Documents
Upload relevant supporting document	No File Uploaded

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Total number of students benefited by scholarships and free ships provided by the institution, Government and non-government agencies (NGOs) during the year (other than the students receiving scholarships under the government schemes for reserved categories)

416

File Description	Documents
Upload the data template	No File Uploaded
Upload relevant supporting document	View File

5.1.2 - Total number of students benefited by career counselling and guidance for

competitive examinations offered by the Institution during the year

0

File Description	Documents
Upload the data template	No File Uploaded
Upload relevant supporting document	No File Uploaded

5.1.3 - Following Capacity development and skills enhancement initiatives are taken by the institution Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) Awareness of trends in technology	D. Any 1of the above

File Description	Documents
Upload the data template	No File Uploaded
Upload relevant supporting document	No File Uploaded

5.1.4 - The Institution adopts the following for redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organisation wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	• All of the above

File Description	Documents
Upload relevant supporting document	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of students qualifying in state/ national/ international level examinations during the year (eg:NET/SLET/GATE/GMAT/CAT/ GRE/TOEFL/Civil Services/State government examinations)

5.2.1.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

21

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	**No File Uploaded**

5.2.2 - Total number of placement of outgoing students during the year

484

File Description	Documents
Upload the data template	View File
Upload relevant supporting document	**No File Uploaded**

5.2.3 - Number of recently graduated students who have progressed to higher education (previous graduating batch) during the year

000

File Description	Documents
Upload the data template	**No File Uploaded**
Upload relevant supporting document	**No File Uploaded**

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter -university/state/national/international events (award for a team event should be counted as one) during the year

000

File Description	Documents
Upload the data template	**No File Uploaded**
Upload relevant supporting document	**No File Uploaded**

5.3.2 - Presence of Student Council and its activities for institutional development and student welfare

The Student's Union (SU) organizes annual cultural festival of TISS and sports every year towards proper communication and

coordination among students across all TISS campuses. It plays an active role in the process of students aid interviews, and helps the administration in processing Students' Aid Applications in a transparent manner. It coordinates for the pre admission orientation in collaboration with the SC/ST Cell and Equal Opportunities Cell. It involves in taking major decisions of the institute on teaching, learning, administration and governance in collaboration with faculty members every year. The Student's Union of 2020-21 could not be constituted due to the pandemic.

File Description	Documents
Upload relevant supporting document	No File Uploaded

5.3.3 - Number of sports and cultural events / competitions organised by the institution during the year

0

File Description	Documents
Upload the data template	No File Uploaded
Upload relevant supporting document	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - The Alumni Association/Chapters (registered and functional)contributes significantly to the development of the institution through financial and other support services during the year

An Alumni Meet was planned in 2020, which had to be called off due to COVID-19. TISS Alumnus Association (TISSAA) has developed a strong network with over 1,000 registered life members spread across the world. TISSAA is striving hard to strengthen the network further and improve the TISS brand in the professional domain. TISSAA social media accounts have established strong networks—Facebook account has over 7,000 alums; LinkedIn account has over 6,000 connections; and Instagram has over 800 followers. TISSAA is active on You Tube and Twitter as well. Common Interest Groups (CIGs) are a strong part of TISSAA network. The Consultancy group offers HR consultancy solutions to various corporate entities, which helps generate revenue for TISSAA activities. The Save Western Ghats group has started the 'Go Indigenous' campaign, whereby TISS Alums are encouraged to plant indigenous trees in their neighbourhoods and on TISS campus. Similarly, other groups like the Working Group, Women

Empowerment Group, Group for Training Banking Professionals and Group for Training Public Sector Leaders have been initiated to leverage TISS expertise. TISSAA has been actively collaborating with various organisations to facilitate scholarships for TISS students, and so far, 30 Master's students have benefited. TISSAA has also been coordinating with several student Alumni Committees to reach out to Alums for placements and internship opportunities. Several TISSAA chapters have been initiated across the country and abroad. The Chairman of the Institute's Governing Board, Mr. S. Ramadorai, graced the meets organised in London, Washington, DC, New York and San Francisco. The focus of these meets was on building bridges and bonds with alums. The Singapore chapter of TISSAA has also been organising meets at regular intervals over the last few years.

File Description	Documents
Upload relevant supporting document	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)

File Description	Documents
Upload relevant supporting document	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The institution has a clearly stated vision and mission which are reflected in its academic and administrative governance

Vision of the TISS has been to be an institution of excellence in higher education that continually responds to changing social realities through the development and application of knowledge, towards creating a people-centred, ecologically sustainable and just society that promotes and protects dignity, equality, social justice and human rights for all.

1. Academic Structure

The Director is the Academic Head of the Institute. The academic structure of the Institute consists of Deputy Directors of campuses, Deans of Schools, Chairpersons of Centres and Independent Centres, and Resource and Service Centres. While the

Academic Council and Facilitation Committee function at the Institute level on the principle of collective decisionmaking process, the Deans and Chairpersons, along with the School Boards, are empowered to deal with academic matters at their levels. Each School/Centre has faculty structured on their qualifications and years of experience.

2. Statutory Bodies Governing Board:

1. The Governing Board, as the highest Executive Body, plays the pivotal role of laying down policies, both academic and governance.
2. Academic Council: The Academic Council deliberates on matters of academic nature and steers the Institute to maintain academic standards of excellence. The Council approves the academic programmes of all Schools/Centres and provides directions for future academic growth and development.
3. Finance Committee: The Finance Committee supports and supervises the raising of funds for the Institute's development and functioning; and also facilitates and monitors finances to ensure transparent and accountable governance.
4. Facilitation Committee: Constituted by the Governing Board in 2005, this is a senior level management Committee comprising the Director (as Chairperson), the five Deputy Directors, all the Deans, the Chairpersons of Independent Centres, and the Registrar. The Facilitation Committee meets regularly to ensure alignment in decision-making, management and coordination amongst Schools/Centres/Administrative Units, and the general administration.
5. Research Council: The Research Council (RC) provides direction and guidance to the Institute to create an enabling environment for research and sharing; and to position the Institute as an academic leader in the social sciences.

File Description	Documents
Upload relevant supporting document	**No File Uploaded**

6.1.2 - The effective leadership is reflected in various institutional practices such as decentralization and participative management

1. Academic Structure

The Director is the Academic Head of the Institute. The academic structure of the Institute consists of Deputy Directors of campuses, Deans of Schools, Chairpersons of Centres and Independent Centres, and Resource and Service Centres. While the Academic Council and Facilitation Committee function at the Institute level on the principle of collective decision-making process, the Deans and Chairpersons, along with the School Boards, are empowered to deal with academic matters at their levels. Each School/Centre has faculty structured on their qualifications and years of experience.

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ii.   Academic Council: The Academic Council deliberates on matters of academic nature and steers the Institute to maintain academic standards of excellence. The Council approves the academic programmes of all Schools/Centres and provides directions for future academic growth and development.

iii.   Finance Committee: The Finance Committee supports and supervises the raising of funds for the Institute's development and functioning; and also facilitates and monitors finances to ensure transparent and accountable governance.

iv.   Facilitation Committee: Constituted by the Governing Board in 2005, this is a senior level management Committee comprising the Director (as Chairperson), the five Deputy Directors, all the Deans, the Chairpersons of Independent Centres, and the Registrar. The Facilitation Committee meets regularly to ensure alignment in decision-making, management and coordination amongst Schools/Centres/Administrative Units, and the general administration.

Research Council: The Research Council (RC) provides direction and guidance to the Institute to create an enabling environment for research and sharing; and to position the Institute as an academic leader in the social sciences.

File Description	Documents
Upload relevant supporting document	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic plan is effectively deployed

Examination and Evaluation: Online platforms are used both for entrance tests and semester end examinations. Tata Institute of Social Sciences (TISS) conducts a National Entrance Test (NET) exam known as TISSNET. The exam is conducted for all Masters programmes offered in TISS campuses through use of online application forms, written tests, skype interviews/ personal interviews. For semester end examinations and evaluations, each course of study, credited or non-credited, taught or field related, or research project, are assessed through examination, class presentations, reports or dissertations, faculty assessment of class participation, written assignments, reflective journals or fieldwork reports, observation by faculty, with prescribed weightages, as per a pre-defined schedule, which is provided at the commencement of a semester. These may involve individual or group work.

File Description	Documents
Upload relevant supporting document	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, and procedures. The Governing Board, Academic Council, Research Council, Finance Committee, and Planning and Monitoring Board are the bodies of the institute that efficiently monitors, evaluate and implement policies in the institute.

File Description	Documents
Upload relevant supporting document	No File Uploaded

6.2.3 - Institution Implements e-governance in its areas of operations

6.2.3.1 - e-governance is implemented	A. All of the above

covering following areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

File Description	Documents
Upload the data template	**No File Uploaded**
Upload relevant supporting document	<u>View File</u>

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has a performance appraisal system, promotional avenues and effective welfare measures for teaching and non-teaching staff

The institute has an online appraisal system, appraisal.tiss.edu that documents teaching, learning and evaluation activities, co-curricular, extension and professional development activities, research and academic contributions, admin duties, and research guidance.

Welfare Schemes for: Teaching: Medical insurance, quarters, health centre, daycare centre, canteen, volleyball court, basketball court, badminton court, gym, and amphitheatre.

Non-Teaching: Medical insurance, staff quarters, health centre, daycare centre, canteen, volleyball court, basketball court, badminton court, gym, and amphitheatre.

Students: The office of Students Affairs serves as a focal point for processing medical insurance claims, providing financial aid to students from economically weaker sections and other studentrelated concerns. The OSA facilitates the representation of students on the Academic Council, School Boards, and the Women and Gender Development Cell to raise appropriate issues and concerns of students through participatory processes

File Description	Documents
Upload relevant supporting document	**No File Uploaded**

6.3.2 - Total number of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

2

File Description	Documents
Upload the data template	**No File Uploaded**
Upload relevant supporting document	[View File](#)

6.3.3 - Number of professional development / administrative training Programmes organized by the institution for teaching and non-teaching staff during the year

000

File Description	Documents
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6.3.4 - Total number of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the year(Professional Development Programmes, Orientation / Induction Programmes Refresher Course, Short Term Course)

2

File Description	Documents
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Upload relevant supporting document	[View File](#)

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

The institute has strategies for mobilisation of funds and the optimal utilisation of resources.

File Description	Documents
Upload relevant supporting document	**No File Uploaded**

6.4.2 - Funds / Grants received from government bodies during the year for development and maintenance of infrastructure (not covered under Criteria III and V) (INR in Lakhs)

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File Description	Documents
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6.4.3 - Funds / Grants received from non-government bodies, individuals,philanthropists during the year for development and maintenance of infrastructure (not covered under Criteria III and V)(INR in Lakhs)

989.57

File Description	Documents
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Upload relevant supporting document	**No File Uploaded**

6.4.4 - Institution conducts internal and external financial audits regularly

1.   Comptroller and Auditor General of India (CAG)

2.   Statutory Audit

3.   Internal Audit: Registrar , Deputy Registrar, Assistant Registrar

4.   Auditors assigned by specific Project funders like Tata Trust, UN-Agencies

File Description	Documents
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6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes by constantly reviewing the teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals

a) NEP Discussion: A Committee was formed to discuss the NEP 2020 towards restructuring of PhD Programme of the institute. After
Discussions with all Campuses, Schools and Independent Centres, the committee mapped the current practices and emerging themes of the PhD Programme. Some of the ongoing discussions towards

institutionalization are:

- Rolling Admissions

- Create Research Clusters

- Joint degrees with other Universities/ Organisations..

- Multi-disciplinary and cross disciplinary degrees

- Direct entry after PG (after 4 yr UG rolled out) for a proportion of scholars

- Institute scholarships to attract to specific areas of work

- Post doc scholarships to deepen and lead in knowledge production

b) Curricular Consultative Meetings: These are open forum sessions between students and faculties to discuss and evaluate courses and events. It is organised at the end of two years but before the award of degrees. The actual dates of these meetings are announced by the respective schools after the Convocation dates are announced. All senior Master's Degree students are required to attend the Curricular Consultative Meeting for discussion on the curriculum and to obtain a broad spectrum opinion about the respective programme of study.

File Description	Documents
Upload relevant supporting document	No File Uploaded

6.5.2 - Institution has adopted the following for Quality assurance Academic Administrative Audit (AAA) and follow up action taken Confernces, Seminars, Workshops on quality conducted Collaborative quality initiatives with other institution(s) Orientation programme on quality issues for teachers and studens Participation in NIRF Any other quality audit recognized by state, national or	A. Any 5 or all of the above

international agencies (ISO Certification, NBA)

File Description	Documents
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6.5.3 - Incremental improvements made for the preceding during the year with regard to quality (in case of first cycle) Post accreditation quality initiatives(second and subsequent cycles)

1. The Enterprise Resource Planning (ERP): ERP system was launched at the Institute. The ERP or the TISS FAIRS (Financial, Admin, Institutional Resource Management System) User's Manual was formally released at a function on December 19, 2017. The objectives of implementing the ERP are to: improve access to accurate and timely information; enhance workflow, increase efficiency, and reduce reliance on paper; tighten controls and automate email alerts; streamline processes and ease adoption of best practices; provide user-friendly webbased interfaces; integrate existing systems; and establish a foundation for new, emergent systems. The ERP development has incorporated modern, system-enabled, state-of-the-art practices. It offers a significant opportunity to reengineer administrative processes at the Institute and breathe new life into outdated and ineffective processes across sections. It is capable of providing correct, up-to-date information that is common to several functions including personnel, accounts and finance, purchase, maintenance, hostels, guest house, library, among others.

2. Institutional Review Board: TISS has a strong commitment to the highest standards of ethical research and practice. Research projects carried out in TISS are often with the vulnerable and marginalized sections of the society and these projects are sensitive to issues of social justice and equity. Research findings have been used for field action, awareness raising, policy advocacy at both national and international levels on a spectrum of social, economic, and environmental issues. The IRB reviews, approves and monitors all types of research proposals involving human participants with a view to safeguard the dignity, rights, safety and well-being of all actual and potential research participants. The IRB is composed of 16 members with subject expertise ranging from public health, bioethics, law, social work, medicine, management, research

methodology, demography, psychology, sociology, community development, education, etc. The IRB receives research proposals from faculty, doctoral scholars, and visiting research scholars on international scholarships/fellowships.

3. Industry Interaction / Collaboration: The Centre for Excellence in CSR at the Institute focuses on various programmes designed on the basis of multi-disciplinary and transdisciplinary perspectives. The National CSR Hub, which was formed earlier at the Institute, is part of the Centre for Excellence in CSR. The Centre is chaired by Prof. S. Siva Raju, and currently has one Senior Programme Manager, three Programme Managers, one Senior Programme Officer, four Programme Officers, two project officers, two Administrative Officers and one Attendant in its staff. At present the Centre is collaborating with several public and private sector organisations like the Airport Authority of India, National Stock Exchange, Mineral Exploration Corporation of India, Rail Vikas Nigam Ltd., UTI, Cotton Corporation of India, Hindustan Aeronautics Ltd., Coal Field India, SEWA-THDC, CLIP India among others. The Centre is carrying out domain specific activities under major divisions viz. Research & Development, Learning, Training & Development Practice and CSR Projects Review and Empanelment.

4. Library, ICT and Physical Infrastructure / Instrumentation: The Sir Dorabji Tata Memorial Library (SDTML) is a Networked Library System that connects all four campuses to provide a single platform to search and access library resources. With effective integration of ICT and Open Source tools, the SDTML has evolved into an enabler aimed at providing the highest level of support for learning, teaching and research needs. The UGC Inflibnet has recognised it as one of the National Document Delivery Centres. Cyber Libraries are collaborative learning spaces to provide seamless access to electronic and print resources together. The SDTML has two such fully air-conditioned 24x7 facilities that accommodate 150 work stations, a central printing facility and 1 Gbps internet access. The M.K. Tata Memorial Learning Centre for the Visually Challenged has specialist software and hardware for visually challenged students to access both print and online resources.

5. Curriculum Development: The respective course developers (teachers) presents the curriculum of the courses to the Academic Council (AC). The content of the courses is prepared according to the prescribed format of the AC. The Academic Council reviews the format of the course in terms of rationale,

structure, objectives, and mode of assessment. After detailed discussions on each of the presentations, the Council offers comments/ suggestions which are then incorporated appropriately in the courses. The Council approves it after verifying the changes.

6. Teaching and Learning: As a collaborative partner to over 100 Universities globally, the Institute has consistently promoted student and faculty exchange programmes with a view to nurture scholarship and talent. The cross-fertilisation of ideas across domains, disciplines, and institutes contributes to widening the knowledge-base and repertoire of human engagement, and contributes to sustaining a cohesive mutual environment of learning. In terms of pedagogy, emphasis is retained on multiple learning contexts such as fieldwork, research, and classroom discussions.

7. TISSOL: TISSOL developed in-house by the faculty of the institute is a learning platform used to augment and move existing learning environments online in the wake of the pandemic. All faculty and students are enrolled with their respective courses. They upload reading resources, assignments, and self study materials for enhancing learning process.

A special course for internal faculty development, TISSOL-Getting Started, was designed and offered to Institute's faculty as it prepares for the scenario of online teaching in the face of continuing disruption of campus life on account of the COVID-19 pandemic.

File Description	Documents
Upload relevant supporting document	**No File Uploaded**

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

1. Gender Amity Committee formed towards ensuring sensitisation and awareness amongst all members of the TISS community regarding gender inequality and sexual harassment

2. Inclusive representation of women in all important Committees. The Steering Committees, Facilitation Committees and other core Committees of the institute include women in decision

making positions who leads various activities of the institute.

3. Field Action Project named Special Cell for Violence against Women (Field Action Project) works towards elimination of violence against women. 4. Gender week is organized every year

5. i-Call, an initiative of TISS, provides counseling services, to individuals in emotional and psychological distress, across age, language, gender, sexual orientation and issues, through a team of qualified and trained mental health professionals.

 6. Gender Neutral Spaces with the provision of gender-neutral hostels to promote diverse and inclusive environment

7. Gender Awareness Workshops are conducted regularly

8. The institute has a day care centre for young children.

9. Security cameras are installed for safety and security of everyone in and around the campus.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Annual gender sensitization action plan(s)	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common rooms d. Daycare Centre e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment	B. Any 3 of the above

File Description	Documents
Upload relevant supporting document	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid waste management: The two biogas plants (started as a waste management project to treat waste from the canteens) continued to convert 400kg kitchen waste into a daily supply of one cylinder (15kg) of cooking gas. Every 25 days, the waste remaining after gas generation is converted into 40kg manure used at campus gardens.

File Description	Documents
Upload relevant supporting document	**No File Uploaded**

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

File Description	Documents
Upload relevant supporting document	**No File Uploaded**

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. **Restricted entry of automobiles** 2. **Use of bicycles/ Battery-powered vehicles** 3. **Pedestrian-friendly pathways** 4. **Ban on use of plastic** 5. **Landscaping**	**A. Any 4 or All of the above**

File Description	Documents
Upload relevant supporting document	**No File Uploaded**

7.1.6 - Quality audits on environment and energy are regularly undertaken by the

institution

| **7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:**

1. **Green audit**
2. **Energy audit**
3. **Environment audit**
4. **Clean and green campus recognitions/awards**
5. **Beyond the campus environmental promotional activities** | |

File Description	Documents
Upload relevant supporting document	**No File Uploaded**

| **7.1.7 - The Institution has a disabled-friendly and barrier-free environment Ramps/lifts for easy access to classrooms and centres. Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software,mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.** | **A. Any 4 or all of the above** |

File Description	Documents
Upload relevant supporting document	**No File Uploaded**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities (within a maximum of 200 words)

a) The Institute has constituted a code of conduct document titled, 'Bye Laws' that all faculty and staff members should read and follow. TISS has a zero-tolerance policy towards improper conducts, discrimination and violation of dignity, and immoral conducts. The faculty and staffs are expected to follow

the bye laws written in the document. b) Students: All students are required to sign the Office Copy of the Honour Code and submit it to the respective Secretariat within 10 days of joining the programme. The Honour code can be read @ https://tiss.edu/uploads/files/StudentsHandbook2017 18.pdf. TISS has a zero-tolerance policy towards discrimination and violation of dignity of fellow students or other members of the TISS community on the basis of caste, religion, region, disability, gender, sexual orientation and race. The TISS cares for its students and takes measures to ensure their safety and security. As responsible adults, the students are expected to behave in a manner that ensures their safety and security and uphold the dignity of the Institute.

File Description	Documents
Upload relevant supporting document	**No File Uploaded**

7.1.9 - Sensitization of students and employees of the institution to constitutional obligations: values, rights, duties and responsibilities of citizens:

The orientation programme at the start of the first semester orients students about the constitutional obligations: values, rights, duties and responsibilities of citizens

All students are required to sign the Honour Code and Undertakings when they join the institute.

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on Code of Conduct are organized	**Any 2 of the above**

File Description	Documents
Upload relevant supporting document	[View File](#)

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The institute celebrates diversity and all local and national events and festivals.

1.   1.   Dr. Ambedkar Memorial Lecture (AML), 2021, April, 2021.

2.   MS Gore Public Policy Colloquium Series, Sept 2020, Oct 2020, https://tiss.edu/view/5/mumbai-campus/school-of-development-studies/ms-gore-public-policy-colloquium-series-pandemic-a/

3.   Mahatma Gandhi International Webinar Series, Aug 2020.

World Refugee Day Webinar, June 2020.

File Description	Documents
Upload relevant supporting document	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe one best practice successfully implemented by the Institution as per NAAC format provided in the Manual

a) Pre-admission Orientation Programme: The Pre-Admission Orientation is organised by the SC/ST Cell Office of TISS for all SC/ST/OBC(NC)/PWD/Minority candidates who have qualified to appear for the National Entrance Test of the Institute. The objective of the Orientation programme is to introduce the candidates to the entire process of the entrance test, and orient them to various aspects of TISS-NET, Pre-Interview Test / Group Discussion and personal interview.

b) Curricular Consultative Meetings: These are open forum sessions between students and faculties to discuss and evaluate courses and events. It is organised at the end of two years but before the award of degrees. The actual dates of these meetings are announced by the respective schools after the Convocation dates are announced. All senior Master's Degree students are required to attend the Curricular Consultative Meeting for discussion on the curriculum and to obtain a broad-spectrum opinion about the respective programme of study.

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

As a community engaged University, the Institute's vision is to create socially relevant knowledge and to transfer that knowledge through the various teaching programmes and field action projects with the goal of empowering students to build social science theories and find actionable solutions for people's problems. Field action projects (FAPs) are in the DNA of TISS. Currently, there are 34 active FAPs in the Institute. The projects address a wide range of issues, including violence against women, rights and rehabilitation of persons being processed by the criminal justice system and children in conflict with law, homelessness and beggary, child and adolescent mental health, tribal and dalit youth empowerment, access to health in rural and tribal areas, corporate social responsibility, sustainable livelihood, food security, adult education, and health. The Institute faculty continued to engage with, and impact on, a wide range of issues in the field. http://tiss.edu/fieldaction/projects/.

The COVID-19 pandemic and the lockdown resulted in an unprecedented disruption to every aspect of life and living—health, livelihood, food security, education, social and personal relationships. TISS rose to face COVID-19 challenges and leveraged its accumulated knowledge from several decades of diverse field action experiences to work with government, corporates, NGOs, civil service organizations and individuals to provide hope and deliver relief to thousands across the country. TISS faculty and students across the four campuses worked with the most marginalised and vulnerable communities of informal sector workers, denotified tribes, institutionalised groups, homeless people and stranded migrants, prison inmates, villagers in remote locations, urban poor, and health providers, through direct ground level - life sustaining services, tele counselling support through trained psycho-social counsellors, video production for awareness building, evidence generation, policy guidance, advocacy work and technology based educational resources and services. iCall, the FAP of TISS, launched a dedicated COVID19 helpline for mental health concerns; Prayas jointly with other key groups advocated for COVID-19 prevention plans in select prisons of Maharashtra and Gujarat.

7.3.2 - Plan of action for the next academic year

As a community-engaged Social Science University, the Tata Institute of Social Sciences (TISS) continues to evolve as an educational ecosystem and engages in the process of:

- **Creation of socially relevant knowledge and transferring that knowledge through the various teaching programmes and field action projects with the goal of empowering students to build social science theories and find actionable solutions for people's problems**
- **Knowledge creation and evidence building through major and minor research projects**
- **Collaborations with universities, civil societies, and government organisations to nurture scholarship and talent**
- **Engagement with a wide range of issues in the field through field action projects**
- **Engagement with the State, society, and industry through training and capacity-building initiatives, partnerships**

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