



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		TATA INSTITUTE OF SOCIAL SCIENCES
Name of the head of the Institution		Prof. Shalini Bharat
Designation		Director
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		02225525200
Mobile no.		9833074487
Registered Email		registrar@tiss.edu
Alternate Email		director@tiss.edu
Address		V.N. Purav Marg, Deonar
City/Town		Mumbai
State/UT		Maharashtra
Pincode		400088
2. Institutional Status		

University	Deemed
Type of Institution	Co-education
Location	Semi-urban
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Prof. Surinder Jaswal
Phone no/Alternate Phone no.	02225525400
Mobile no.	9833074487
Registered Email	registrar@tiss.edu
Alternate Email	director@tiss.edu

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://tiss.edu/uploads/files/IQAC2017-18_-2_c.pdf
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4. Whether Academic Calendar prepared during the year

if yes,whether it is uploaded in the institutional website: Weblink :	Yes https://tiss.edu/uploads/files/Prospectus_2019-2020-online-3-6-2019-5pm.pdf
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5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
3	A	3.89	2018	10-Jan-2018	18-Feb-2023

6. Date of Establishment of IQAC

01-Apr-2004

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Facilitation Committee Meeting	28-Feb-2019 5	20
Facilitation Committee	03-Jan-2019	19

Meeting	5	
Facilitation Committee Meeting	27-Sep-2018 5	21
Facilitation Committee Meeting	05-Jul-2018 5	21
Steering Committee Meeting	26-Apr-2019 3	3
Steering Committee Meeting	27-Mar-2019 3	4
Steering Committee Meeting	11-Jan-2019 3	5
Steering Committee Meeting	08-Oct-2018 3	5
Steering Committee Meeting	24-Aug-2018 3	4
Steering Committee Meeting	20-Jul-2018 3	4
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8. Provide the list of Special Status conferred by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Advanced Centre for Women's Centre	Development of Womens Studies in Indian Universities and Colleges	UGC	2012 0	6208103
Centre for Study of Social Exclusion and Inclusive Policies	Establishment of Centre in University for Study of Social Exclusion and Inclusive Policy	UGC	2012 0	18863455
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

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10. Number of IQAC meetings held during the year :

19

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

No

Upload the minutes of meeting and action taken report	No Files Uploaded !!!
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
12. Significant contributions made by IQAC during the current year(maximum five bullets)	
<p>1. 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 2. 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 3. 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 4. 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 5. 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.</p>	

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

Plan of Action	Achivements/Outcomes
<p>The Institute has a wellplanned 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 decisionmaking, 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</p>	<p>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.</p>

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

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Academic Council	20-Jul-2018

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

03-Mar-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)

The Institute has been continuously working on developing a customised ERP solution for the administration in a multi campus management framework. Human Resources Module, the Purchase and Stores Module and the Finance and Accounts Module are the three critical areas of administration and which post expansion of campuses, programmes and projects, had posed serious challenges in maintaining records, processing of documents and operating the admin activities across campuses. The three modules 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 userfriendly webbased interfaces integrate existing systems and establish a foundation for new, emergent systems. They shorten processing times, reduce the number of lost or missing documents, and return quick status and feedback reports. Other key advantages include improved information access for planning and managing the Institute's functions improved services for students and employees of the Institute lower operational risks and greater transparency and accountability

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
No Data Entered/Not Applicable !!!			
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1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
No Data Entered/Not Applicable !!!				
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1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the University level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

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
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No Data Entered/Not Applicable !!!

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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	No

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

Feedback Obtained
Feedbacks on academic programmes are presented, processed, and reviewed at the School Board meetings. Programmes are revised regularly by the subject experts. In addition, few days before the convocation and after the grading is completed, 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.

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
No Data Entered/Not Applicable !!!				
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	516	2345	0	0	0

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 Tools and resources	Number of ICT enabled	Numberof smart classrooms	E-resources and techniques used
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	ICT (LMS, e-Resources)	available	Classrooms		
289	289	3	55	55	6
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Number of students enrolled in the institution: 2861 Number of fulltime teachers:289 Mentor: Mentee Ratio:1:10		
Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2861	289	1:10

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
183	147	36	0	126

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
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				
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2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
0	0	0

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

http://tiss.edu/view/6/students/placements/overview-2/

2.6.2 – Pass percentage of students

Programme	Programme	Programme	Number of	Number of	Pass Percentage
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Code	Name	Specialization	students appeared in the final year examination	students passed in final year examination	
No Data Entered/Not Applicable !!!					
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2.7 – Student Satisfaction Survey

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

<u>0</u>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Promotion of Research and Facilities

3.1.1 – 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
No Data Entered/Not Applicable !!!				
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3.1.2 – Number of JRFs, SRFs, Post Doctoral Fellows, Research Associates and other fellows in the Institution enrolled during the year

Name of Research fellowship	Duration of the fellowship	Funding Agency
No Data Entered/Not Applicable !!!		
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3.2 – Resource Mobilization for Research

3.2.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
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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
No Data Entered/Not Applicable !!!		
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3.3.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.3.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
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No Data Entered/Not Applicable !!!

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3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
Across All Schools	56

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)
No Data Entered/Not Applicable !!!			
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3.4.3 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Across all Schools and Centres	134
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3.4.4 – Patents published/awarded/applied during the year

Patent Details	Patent status	Patent Number	Date of Award
School of Vocational Education, TISS received the copyright registration for a model of vocational education, titled, WORK INTEGRATED TRAINING MODEL OF VOCATIONAL EDUCATION. Class and description of the work: Literary/ Dramatic Workshop Registration Number: L-85206/2019 Dated 04/09/2019 Author: Dr. Neela Dabir, TISS.	Published	85206	04/09/2019
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3.4.5 – Bibliometrics of the publications during the last academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						

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3.4.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
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3.4.7 – Faculty participation in Seminars/Conferences and Symposia during the year

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	75	66	14	10
Presented papers	117	88	4	15
Resource persons	16	35	20	6
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3.5 – Consultancy

3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
0	0	0	0
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
0	0	0	0	0
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
No Data Entered/Not Applicable !!!			
View File			

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
0	0	0	0
No file uploaded.			

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
0	0	0	0	0
View File				

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
No Data Entered/Not Applicable !!!			
View File			

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
No Data Entered/Not Applicable !!!					
View File					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
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
0	0

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
View File	

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
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Koha	Fully	3.22	2014
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4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
View File			

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
View File			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	1272	5	1	3	1	2	1	0	0
Added	115	0	0	0	0	0	0	0	0
Total	1387	5	1	3	1	2	1	0	0

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

1 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
Recording studio	http://smcs.tiss.edu/about/life-at-smcs/
Open Edx	https://www.tissx.tiss.edu/

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
0	0	0	0

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

http://library.tiss.edu/?qnode/80 https://tiss.edu/uploads/files/StudentsHandbook201718.pdf
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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	0	0	0
Financial Support from Other Sources			
a) National	0	0	0
b) International	0	0	0
View File			

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
No file uploaded.			

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
No Data Entered/Not Applicable !!!					
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
8	8	3

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
No Data Entered/Not Applicable !!!					
View File					

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

Year	Number of students	Programme graduated from	Department graduated from	Name of institution joined	Name of programme
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	enrolling into higher education				admitted to
No Data Entered/Not Applicable !!!					
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	164
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The Student Council Elections for the year 2018-2019 were held in September 2018, and for the first time the election was conducted by an all student election committee. The election committee successfully conducted all three phases of elections: Election of Councillors, Executive Committee and Student Representatives for different committees as per the Student Union constitution. None of the candidates used any paper posters or flex or cloth banners and the entire campaign was done through e-posters and personal interaction of the candidates with students. The OSA Chairperson, TISS Hyderabad, administered the oath of office to the newly elected Student Council on October 5, 2018. The Student Council of 2018-2019 has been quite active in making the campus life rich by conducting a number of cultural, literary and sporting events, film screenings, etc. The Council also organised a Fresher's Welcome for first year B.A. and M.A. students and Farewell for outgoing B.A. and M.A. students. The annual student festival QuintTISSence 2019 was also organised by them in January 15-17, 2019. Student Council facilitated a range of activities like board games in service provider hostels, hiring spaces in neighbouring institutions for sports and cultural events, etc. The Office of Students Affairs and Student Council also facilitated several events like quiz, dance, debates, talks, celebration of different regional festivals, blood donation camp, etc., organised in collaboration with different student clubs on campus. The Student Council also facilitated the participation of several students in different inter-college/inter-university competitions, and supported three students to participate in two national/international seminars this year. The OSA in TISS Hyderabad has supported 61 students with Student Aid, 12 students with additional aid towards Dining Hall charges from Caring Friends, and 1 student from Gool Plumber Memorial Student Welfare Fund. Twenty-four students from TISS

Hyderabad were given the Allana Foundation Scholarship and two students got the Cognizant Foundation Scholarship.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

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. A TISSAA initiative, Be The Change, is a voluntary platform for like-minded leaders and practitioners to initiate development activities in excluded and marginalised communities. Each participating chapter of TISSAA adopts 2-3 key action programmes every year. The first session was hosted in Mumbai with 20 committed and distinguished leaders. This meet also featured a book appreciation session for Walk the Talk, a book on women's issues by TISSian, Dr. Anjali Hazarika. TISSAA has created opportunities for TISSians to showcase their expertise and skills. Dr Mohan Thite (PM LR- 1984-86 batch), presently working with Griffith Business School, Brisbane delivered a lecture for HRLR students and research scholars at TISS. Emeritus Professor Dr. B.S. Sridhar (PM LR-1972), Director, Viessmann Leadership Development Programme, and Management Professor (Emeritus) at University of Wisconsin Oshkosh conducted a lecture for TISSians.

5.4.2 – No. of registered Alumni:

1000

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

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

- A TISSAA initiative, Be The Change, is a voluntary platform for like-minded leaders and practitioners to initiate development activities in excluded and marginalised communities.
- The TISSAA website (<https://tissaa.tiss.edu/>) has several features specially designed to allow TISS students to register for free, whereby they can interact with fellow TISSians, share memories and post messages, and participate in various activities and campaigns. For example, the 'Volunteer' and 'Give' sections encourage TISS alums to give back to TISS. The

'Proud To Be A TISSian' campaign encourages alums to record videos bringing out their views on TISS, which are uploaded on various social media platforms. • The Alumni Committee organised 'Samvaad': Alumni Guest Talk. The 'Alumni City' meet was organised across six cities and 'Dharohar.

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)

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. 2. Statutory Bodies Governing Board: The Governing Board, as the highest Executive Body, plays the pivotal role of laying down policies, both academic and governance. 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. 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. 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. Building Committee: Chaired by the Director, the Building Committee has members from CPWD, Consulting Architects and Engineers and meets every quarter.

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	The online application process covers application and display of results at each stage of the admission process and the final selection. Verification of documents are carried out to check eligibility requirements and errors. Any queries and issues are tackled through emails and telephonic conversations. The Social Protection Office (SPO) facilitates the implementation of reservation policies

for admission. It also organised a Pre-Admission Orientation Programme (PAOP) for candidates who had applied for the 2019-2020 TISS Common Entrance Test (CET).

Industry Interaction / Collaboration

In 2018-2019, under the aegis of its Knowledge Sharing Network, the TISS-AESDII hosted 4 Regional Conclaves on Building CSR Partnerships in Bengaluru, Mumbai, Delhi and Guwahati conducted two batches of the Inter-Disciplinary Certificate Course on Development Perspectives, Managements and Perspectives for Senior and Middle Career Development Professionals in the corporate and not for-profit organisations (NPOs) sectors and also two Finance Clinics in Mumbai and Pune for CFOs, Finance Managers and Fundraising Managers. In addition to this, several customised consultations with the industry and NPOs across India on policy and strategic direction setting were conducted. As on March 2019, TISS-AESDII has over 700 empanelled partners and over 100 proposals across thematic areas, scales and geographies. TISS-AESDII OPEN continues to provide applied knowledge and advisory support to the corporate sector and various government institutions by maintaining databases of credible and competent organisations and project proposals, duly vetted by TISS through a robust multi-layered and diligent audit.

Human Resource Management

The Registrar is the Administrative Head of the Institute. The administrative structure comprises 4 broad divisions: (i) Academic, (ii) Finance, Accounts and Audit, (iii) Personnel and Administration, and (iv) Infrastructure Development and Support. The Registrar also leads several supporting Units including: Computer Centre, Publications Unit, Day Care Centre, Students' Affairs Office, Social Protection Office, and Campus Security

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.

Research and Development

The Office of the Deputy Director (Research) anchors Institutional Bodies (Institutional Review Board and Research Council) provide a forum for organising and disseminating of research work done by research scholars and faculty through the TISS Working Paper Series, collaborations with publishing houses and supporting the development of manuscripts and papers provide facilitative support for the Integrated M.Phil.-Ph.D. Programme and the Direct Ph.D. Programme provide opportunities to research scholars to join the teaching and research work at the Institute and provide capacity building support to research scholars so as to strengthen their research work.

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.
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.
Curriculum Development	The respective course developers (teachers) presents the curriculum of the courses to the Academic Council (AC). The content of the courses are 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.

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

E-governance area	Details
Planning and Development	ERP improves information access for planning and managing the Institute's functions improved services for students and employees of the Institute lower operational risks and greater transparency and accountability.
Administration	The Enterprise Resource Planning (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 e-mail alerts streamline processes and ease adoption of best practices provide user-friendly web-based 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.

Finance and Accounts

ERP enhance the functioning of finance and accounts section. Personal data, bank details, project details, are processed by ERP. Project Accounting and Monitoring System (PAMS) monitors the research project accounts in terms of transaction of funds, and expenditure.

Student Admission and Support

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

Examination

Online platforms are used both for entrance tests and semester end examinations as stated above.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
<i>No file uploaded.</i>				

6.3.2 – Number of professional development / administrative training programmes organized by the University 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)
No Data Entered/Not Applicable !!!						
View File						

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
No Data Entered/Not Applicable !!!				
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p><i>Medical insurance, quarters, health centre, daycare centre, canteen, volleyball court, basketball court, badminton court, gym, and amphitheatre</i></p>	<p><i>Medical insurance, staff quarters, health centre, daycare centre, canteen, volleyball court, basketball court, badminton court, gym, and amphitheatre.</i></p>	<p><i>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 student-related concerns. The OSA facilitates the representation of students on the Academic Council, School Boards, and the Women and Gender Development Cell to raise</i></p>

appropriate issues and concerns of students through participatory processes.

6.4 – Financial Management and Resource Mobilization

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

Institution conducts internal and external financial audits regularly (100 words) Every year the books of accounts of the institute are audited by the Statutory Auditors and Financial Statements are certified by them. Throughout the year Internal Auditors, Gokhale Sathe Chartered Accountants scrutinize the transactions and submit the report to the management. External Auditors, PKF Sridhar Santhanam LLP, Chartered Accountants scrutinize the financial transactions of the institute

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
Various Funding Agencies	220485	Infrastructure development, fellowships, research and field action projects
No file uploaded.		

6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

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	NAAC/ NIRF	Yes	Director, Deputy Directors and Deans
Administrative	Yes	CAG PKF Sridhar and Santhanam LLP Chartered Accountants	Yes	Gokhale and Sathe Chartered Accountants till March 2019, ASA Associates LLP from March 2019, Registrar, Deputy Registrar, Assistant Registrar

6.5.2 – What efforts are made by the University to promote autonomy in the affiliated/constituent colleges? (if applicable)

There are no affiliated colleges

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

Not Applicable

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

0

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

0

6.5.6 – 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

6.5.7 – 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
No Data Entered/Not Applicable !!!					
View File					

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
No Data Entered/Not Applicable !!!				

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

• 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. • The TISS Mumbai campus has more than 1,500 trees and nearly 5,000 shrubs and plants TISS Tuljapur Campus is a 100 acre green campus located in a hilly terrain that has various trees and plants spreading across the three hills. • Celebration of the 150th birth anniversary of Mahatma Gandhi on October 2, 2018, by planting of more than 200 saplings in collaboration with CANOPY-Nature Club of TISS Guwahati. • The Institute had collected more than four lakh litres of rain water, making it self-sufficient, and not dependent on municipal water supply. To harvest rain water, a 5000-square-foot terrace and a 500-metre stretch were used as catchment area to collect water which is channelled to a 60-foot-deep well with a capacity of 10 lakh litres. • The Day Care Centre of the institute regularly organised nature tour for the children of the staff and faculty to watch and care for the flora and fauna of the institute. • 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. • Solar panels are used to generate energy. The hostels on campus are provided hot water through solar water heaters, thus saving a huge amount of electricity. • TISS Tuljapur currently offers a PG Diploma

programme in Water, Sanitation and Hygiene (WASH) that focuses on water and sanitation sector. • TISS Hyderabad currently offers Master of Arts (Natural Resource Governance) programme that provides knowledge and skills to the students, that helps them understand and conceptualise the idea of natural resources in rich and diverse ways, the various issues and problems around natural resource control, use, generation of waste and the different costs involved in these processes - a frame broadly of the management and governance of natural resources.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
No Data Entered/Not Applicable !!!		

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
No Data Entered/Not Applicable !!!							
No file uploaded.							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Handbook for Students 2018-19	01/06/2018	The 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. The Institute has all forms of support services, administrative mechanisms, and rules and regulations to make the safety and security systems work for the welfare of its students. 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.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

- Waste management project to treat waste from the canteens is an ongoing initiative by TISS
- The TISS Mumbai campus has more than 1,500 trees and nearly 5,000 shrubs and plants.
- The institute supports a variety of plants, animals and bird life and ensures faculty, staff and students to not do any harm or disturbance to the plant, animal and bird population of the campus.
- To create environment awareness future generation, children of the institute staff and faculty were also exposed to sapling and seed plantation activities in the Naoroji Campus by the Counselling Centre.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

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. <https://admissions.tiss.edu/view/6/admissions/reservations/facilities-available-for-eligible-scstobcnc/> 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.

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

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

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/field-action/projects/> . Few of the FAPs are: • In recognition of its social work intervention among

undertrials and convicted prisoners and their families, Prayas was appointed Amicus Curae on the situation of children of women prisoners by the Bombay High Court. Prayas was also instrumental in suggesting wide ranging reforms to improve condition of prisoners, which were accepted by the Bombay High Court. • The Global Fund-supported Saksham project continues to engage with both the TB and HIV prevention programmes of the government. Between January 2018 and March 2019, Saksham Pravaah counsellors registered 18,320 drug resistant TB patients for counselling services of which over 90 continue to be on treatment. To address issues of improper nutrition, loss of employment, lack of income opportunities, etc, the counsellors successfully linked 1,194 patients with social protection schemes like widow pension, child care, nutrition schemes, etc. and helped them with acquiring Aadhar and ration cards, opening bank accounts, and getting scholarships. Counsellors have, thus, contributed not only to treatment adherence and completion, but also to early TB detection and treatment, and also linked patients and caregivers to available social services. • Koshish works on homelessness, destitution and beggary and towards repealing the anti-beggary law in Maharashtra, Delhi and Bihar. Koshish has been instrumental in piloting community-based rehabilitation programme for persons in destitution and beggary in collaboration with the Government of Bihar.

Provide the weblink of the institution

8.Future Plans of Actions for 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 will engage in 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 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