

Evaluative Report of the Department

1. Name of the Department: **Department of Social Work**
2. Year of establishment: **2009**
3. Is the Department part of a School/Faculty of the university? **Yes- School of Arts and Social Sciences**
4. Names of programmes offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., D.Sc., D.Litt., etc.)
 - 4.1. **Ph.D.**
 - 4.2. **Master of Social Work (MSW)**
5. Interdisciplinary programmes and departments involved
6. Courses in collaboration with other universities, industries, foreign institutions, etc.
7. Details of programmes discontinued, if any, with reasons
8. Examination System: Annual/Semester/Trimester/Choice Based Credit System: **Semester**
9. Participation of the department in the courses offered by other departments

10. Number of teaching posts sanctioned, filled and actual (Professors/ Associate Professors/ Asst. Professors/ others)

	Sanctioned	Filled	Actual (including CAS & MPS)
Professor	01	01	01
Associate Professor	02	01	01
Assistant Professor	03	02	02
Others			
a)Senior Consultant	--	--	01 (w.e.f. 13.09.2010 to)
b) Assistant Professor (Adhoc)	--	--	01 (w.e.f. 27.01.2015 to 30.06.2015)
c) Guest Faculty	--	--	01 (w.e.f. 03.08.2015 Till date)

11. Faculty profile with name, qualification, designation, area of specialization, experience and research under guidance

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D./ M.Phil. students guided for the last 4 Years
Prof. Mohd Shahid	Ph.D. (Social Work) MSW	Professor and Head	<ul style="list-style-type: none"> • Social Work Education • Reproductive Health • Participatory Research • Minorities 	13 Years	Ph.D.: 03 M.Phil.:
Dr. Md Shahid Raza	Ph.D. (Social Work) MSW	Associate Professor	<ul style="list-style-type: none"> • Group Work • Social Development • Women and Micro Finance 	10 Years	Ph.D.: 02

Mr. Md Israr Alam	(NET- Social Work) MSW MBA	Assistant Professor	<ul style="list-style-type: none"> • Self Help and Livelihood • Project Management 	04 Years	
Dr. Md Aftab Alam	Ph.D. (Social Work) MSW	Assistant Professor	<ul style="list-style-type: none"> • Community Work • School Social Work 	05 Years	PhD : 01
Dr. Rafat Aara	Ph.D. (Social Work) MSW	Guest Faculty	<ul style="list-style-type: none"> • Psychology for Social Work • Field Work Practicum • Working with Individuals 	04 Years	

12. List of senior Visiting Fellows, adjunct faculty, emeritus professors

13. Percentage of classes taken by temporary faculty - programme-wise information

14. Programme-wise Student Teacher Ratio:
 14.1 **Ph.D. 01:01 (2:1 as on January, 2016)**
 14.2 **Master of Social Work: 12:01**

15. Number of academic support staff (technical) and administrative staff: sanctioned, filled and actual:

15.1 Sanctioned: **Nil**

15.2 Filled:

15.3 Actual: **02 (Contractual) :01- Administrative and 01- Attendant**

16. Research thrust areas as recognized by major funding agencies: In view of the gender inclusive approach of UGC, mandate of MANUU to focus on women education and the Department's goal to work with people on margins, the thrust area of research was contemplated and approved vide BOS dated 26.08.2013. **The departmental research focus is: Minorities with special reference to gender issues with emphasis on practice based/intervention research.**

17. Number of faculty with ongoing projects from a) national b) international funding agencies and c) Total grants received. Give the names of the funding agencies, project title and grants received project-wise.

18. Inter-institutional collaborative projects and associated grants received

a) National collaboration

b) International collaboration

19. Departmental projects funded by DST-FIST; UGC-SAP/CAS, DPE; DBT, ICSSR, AICTE, etc.; total grants received.

20. Research facility / centre with

- state recognition
- national recognition
- international recognition:

21. Special research laboratories sponsored by / created by industry or corporate bodies

Publications: (as on January, 2016) (**Details of Publication is attached as Annexure-1**)

- * Number of papers published in peer reviewed journals (national / international): **15 (2009-20014)+ (07 January, 2015 to January, 2016)= 22**
- * Monographs:
- * Chapters in Books: **08 (2009-20014) + (01 as on January, 2016)**
- * Edited Books:
- * Books with ISBN with details of publishers: **04**
- * Number listed in International Database (For e.g. Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)
- * Citation Index – range / average
- * SNIP
- * SJR
- * Impact Factor – range / average
- * h-index

22. Details of patents and income generated

23. Areas of consultancy and income generated

24. Faculty selected nationally / internationally to visit other laboratories / institutions / industries in India and abroad

25. Faculty serving in

- a) National committees b) International committees c) Editorial Boards d) any other (please specify)-:
 - **Advisory Board:** Prof. Mohd Shahid is in the advisory board of National Association of Professional Social Work in India, and Indian Social Work Congress.

- **Examiner/Research Expert:** Prof. Mohd Shahid and Dr Md. Shahid Raza are on the panel of examiners/experts of University of Delhi, TISS, University of Himachal Pradesh, Kashmir University, AMU, and JMI.
 - **Reviewer:** Prof. Mohd Shahid is reviewer for journals publishing by Sage and Routledge Journals.
27. Faculty recharging strategies (UGC, ASC, Refresher / orientation programs, workshops, training programs and similar programs).
- UGC Academic Staff College- Orientation Programme: 02 (**Attended**)
 - UGC Academic Staff College- Refresher Programme: 01 (**Attended**)
 - UGC Academic Staff College- Refresher Programme on **Sociology & Social Work: 01 (Coordinated) Theme- Contemporary Indian Society and Challenges of Social Science Research**
 - UGC Sponsored Professional Development Programme - Workshop for Research Supervision: 01 (**Attended**)
 - National Workshop on Field Work in Social Work Education, Dept. of Social Work Education, Jamia Millia Islamia, New Delhi: 01 (**Attended**)
 - Workshop on Changing Cultures, communities and Urban Spaces, TISS Hyderabad 01 (**Attended**)
28. Student projects
- Percentage of students who have done in-house projects including inter-departmental projects: **100 % Compulsory Concurrent Fieldwork in different governmental and Non governmental agencies, organizations, NGOs, etc. in Hyderabad**
 - Percentage of students doing projects in collaboration with other universities / industry / institute: **100 % Compulsory Block Placement in different National and International Agencies and NGOs**
29. Awards / recognitions received at the national and international level by
- Faculty: **02 Faculty members awarded Ph.D.**
 - Article of one faculty member '**Revisiting the Client-Worker Relationship: Biestek Through a Gramscian Gaze**', published in *Journal of Progressive Human Services* has been included in an online article collection featuring the most downloaded articles published in Routledge Health & Social Care journals in 2014.
 - Best research paper award** was given to **one faculty member** by the **International Journal for Social Development.**
 - Doctoral / post doctoral fellows:
 - Students: **01 Student awarded UGC NET**
30. Seminars/ Conferences/Workshops organized and the source of funding (national / international) with details of outstanding participants, if any.
31. Code of ethics for research followed by the departments:

32. Student profile programme-wise:

Name of the Programme (refer to question no. 4)	Applications received	Selected		Pass percentage		
		Male	Female	Male	Female	
Ph.D. (Social Work)	2014-21	02	00			
	2015-13	02	02			
Master of Social Work	2009-11	84	31	00	52 (16/31)	-----
	2010-12	150	28	03	79 (22/28)	100
	2011-13	128	31	00	81 (25/31)	-----
	2012-14	123	18	02	94 (17/18)	50 (1/2)
						80 (4/5)
	2013-15	137	21	05	90 (19/21)	-----
	2014-16	71	21	00	86 (18/21)	-----
	2015-17	64	21	02	-----	
Total	757	171	12			
Grand Total	791	175	14			

33.

Diversity of students				
Name of the Programme (refer to question no.)	% of students from the same university	% of students from other universities within the State	% of students from universities outside the State	% of students from other countries
Ph.D. (Social Work)				
2014	00	00	100 (2/2)	---
2015	75 (3/4)	00	25 (1/4)	
Master of Social Work				
2009-11	06 (1/16)	12.5 (2/16)	81.25 (13/16)	
2010-12	00	08 (2/25)	92 (23/25)	
2011-13	04 (1/25)	00	96 (24/25)	
2012-14	00	00	100 (18/18)	
2013-15	08.69 (2/23)	08.69 (2/23)	82.60 (19/23)	
2014-16	00	11.11 (2/18)	88.88 (16/18)	
2015-17	00	13.04 (3/23)	86.95 (20/23)	
Total				
Grand Total				

34. How many students have cleared Civil Services and Defense Services examinations, NET, SET, GATE and other competitive examinations? Give details category-wise.

UGC NET- 01

35. Student progression

Student progression	Percentage against enrolled
UG to PG	
PG to M.Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed	
<input type="checkbox"/> Campus selection	05
<input type="checkbox"/> Other than campus recruitment	95
Entrepreneurs	

36. Diversity of staff

Percentage of faculty who are graduates	
of the same university	----
from other universities within the State	----
from universities from other States from	05
universities outside the country	----

37. Number of faculty who were awarded M.Phil., Ph.D., D.Sc. and D.Litt. during the assessment period: **02 Ph.D.**
38. Present details of departmental infrastructural facilities with regard to
- Library: The department is developing library for the easy access to students and faculty.
 - Internet facilities for staff and students: WiFi and Cabled internet facility to all the teaching, non teaching and students.
 - Total number of class rooms: **02**
 - Class rooms with ICT facility: The department uses the facilities of Department of Computer Science & Information Technology for the purpose of using ICT in classes and skill labs.
 - Students' laboratories: The department has taken imitative in starting Skill Lab and other thematic TOTs for the knowledge, attitude and skill building of students.
 - Research laboratories: The department aims to make Research Colloquium an active and vibrant part of the departmental research activities.
39. List of doctoral, post-doctoral students and Research Associates : Nil
- from the host institution/university
 - from other institutions/universities
40. Number of post graduate students getting financial assistance from the university: **18** (University Scholarship @ Rs. 1000 for 20 months for MSW Final Year students having minimum of 75% attendance/month)
41. Was any need assessment exercise undertaken before the development of new programme(s)? If so, highlight the methodology:
- New Programme introduced: Ph.D. (Social Work) 2014-** started after

series of Departmental Consultative Meetings and Board of Studies.

- **Series of DCM on the development on CBCS (Choice Based Credit System) curriculum for Master of Social Work.**

42. Does the department obtain feedback from

- a. Faculty on curriculum as well as teaching-learning-evaluation? If yes, how does the department utilize the feedback?

The department regularly holds Consultative Departmental Meetings with faculty members, and obtains feedback from students through Student's Advisory Committee. In view of these feedbacks, the department has been consistently revising course curriculum. Recently, it has made a major revision in Master of Social Work course curriculum and field practicum viz. concurrent Field Work, Field work Supervision, Individual Conferences, Seminar Presentations and Skill Lab.

- b. Students on staff, curriculum and teaching-learning-evaluation and how does the department utilize the feedback?

Yes-

The Department of Social Work has evolved a system of regular interaction and sharing between the students and the department through Student's Advisory Committee. It provides a sound platform to the students to put forward their views and concerns which are properly addressed by the department for benefit of students. For this **Student Advisory Team** is constituted consisting of one faculty (Students' Advisor) and 02 students' representatives each from first and final year. Joint meeting with students' are held at regular intervals. Students' Advisor (Faculty In charge) is appointed for each academic session through departmental meeting.

- c. Alumni and employers on the programmes offered and how does the department utilize the feedback?

Annual NGO-Meet with agencies and NGOs where students are placed for their concurrent fieldwork is organised. This has strengthened the quality of fieldwork training and learning process.

43. List the distinguished alumni of the department (maximum 10)

S.No	Name of the student	Batch	Name of the organisation and working place	Designation	Pay Package	Contact details
1.	Rizwana Anjumj	2013-15	Magic Bus, Hyderabad	Project Coordinator	1.80 Lakh INR	
2.	Naved Anjum	2013-15	Prayas, New Delhi	Project Coordinator	1.80 Lakh INR	+88 01 422662
3.	Shahnawaz Khan	2013-15	Primal Foundation	Gandhi Fellow	1.44 Lakh INR	
4.	Farhat Jahan	2013-15	Primal Foundation	Gandhi Fellow	1.44 Lakh INR	
5.	Md Safiullah	2012-14	UNICEF Projects Uttar Dinajpur	District Coordinator	1.74 Lakh INR	+91 96 14 437373
6.	Mufakkir Abbas	2011-13	CASP Plan India New Delhi	Project Coordinator	2.04 Lakh INR	+91 97 18 037320
7.	Mohd Asjad	2011-13	Piramal fellowship for education leadership (churu, Rajasthan)	Piramal Fellow (School Facilitator)	1.92 Lakh INR	+91 90 01 291632, +91 88 85 485909
8.	Vakeel Ahmad	2011-13	Helpage India Working Locale: AIIMS, New Delhi	Elder Assistant	2.64 Lakh INR	+91 97 19 527783
9.	Akhtar Hussain	2010-12	CSRL Guwahati Assam	Centre Manager Guwahati	4.48 Lakh INR	+91 95 08 033034
10.	Taukeer Haider	2009-11	MANTHAN Gramin Evam Samaj Sewa Samiti	State Head	4.60 Lakh INR	+91 90 31 570368 +91 93 86 447088

44. Give details of student enrichment programmes (special lectures / workshops / seminar) involving external experts.

- a) One Week Orientation Programme in the beginning of each academic Year
- b) Extension/Guest lectures by Resource Persons from TISS, Dept. of Social Work, DU, Jamia Millia Islamia, CDS, NIRD and other various esteemed institutions and organisations.
- c) NGO-MEET cum Mela
- d) Exposure visits and Study tour to premier academic institutions and NGOs
- e) Innovative Academic Intervention including Skill Lab and theme based ToTs

45. List the teaching methods adopted by the faculty for different programmes.
Lectures, Visual Narratives (Documentary Screening and Video Clips), Case Study, Group Discussion, Use of Participatory techniques, PPT Presentation, etc.

(Refer Annexure-2 for Skill Lab Schedule, Field Work Presentation and Departmental Activity Log)

46. How does the department ensure that programme objectives are constantly met and learning outcomes are monitored?

Annual Calendar is developed for academic activities and monthly review meetings are held to monitor the progress. The proceedings of monthly review meetings are properly recorded (Minutes of the meeting) and shared with appropriate bodies.

(Refer Annexure-3 for Annual Calendar of Department for current academic year)

47. Highlight the participation of students and faculty in extension activities.

- a) Organising and celebrating various days like World Cancer Day, World Social Work Day, Women's Day, National Youth Day
- b) Organizing Blood Donation Camps
- c) Organising various awareness programme for education, health, gender issues in community
- d) Organising immunization camps in the community
- e) NGO Mela
- f) Active Participation in NSS

48. Give details of "beyond syllabus scholarly activities" of the department.

1. Innovative Academic Interventions:

a. Skill Lab introduced and institutionalised: The Department of Social Work started Skill Lab as a major innovation to develop knowledge, skill and attitude (KSA) among the social work students and over the years of experimentation, it has institutionalised this innovation by making it part of the course curriculum. The department has incorporated Skill Lab as part of the curriculum content [**vide Master of Social Work (Course Structure, Rules, Regulations and Paper Contents) Revision dated 26.08.2013**]. To help students acquire specific KSA for professional practice and value orientation, fortnightly skill lab is organised as regular time table based activity. At present, Department emphasises on four core social work skills i.e. Communication, Sensitivity, Analytical and Technical Skills and has developed **Skill Lab Manual**.

b. Collective Research Initiative for research writing and publication of faculty members.

c. Field work Seminar presentation fully coordinated by the students themselves. They share the role of chairperson, recorder and presenter for the conduct of each session and faculty members participate as resource persons.

2. Theme based ToTs: Document Mapping & Use of ICT, PRA Exercises, Village Study Workshops etc.

49. State whether the programme/ department is accredited/ graded by other agencies? If yes, give details.
50. Briefly highlight the contributions of the department in generating new knowledge, basic or applied.

51. Detail five major Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department.

Strengths	Weaknesses
<ul style="list-style-type: none"> • Urdu as a medium of Instruction leading to higher comprehension among students. • Well designed, market & students' need based and practically implemented academic components (teaching methods, Concurrent Fieldwork, Fieldwork supervision, ICs, Fieldwork Presentation, Skill Lab etc) • Innovative academic initiative including Skill Lab, ToTs • Average students' attendance rate of 95 % through transparent system of monthly display of attendance across teachers and classes on departmental notice board • Transparent evaluation system • Faculty members having sound experience from both academic and field • Sound, updated and systematic database of the academic and administrative information • Online record of students (Group mail account, CVs, Placement details, etc.) of all batches and regular communication & sharing with the passed out students 	<ul style="list-style-type: none"> • Limited teaching faculty • Limited infrastructure facility • Limited Support Staff
Opportunities	Challenges
<ul style="list-style-type: none"> • Develop quality indigenous social work literature in Urdu language • Students with difficult life trajectories and accordingly to engage with the most marginalised sections of the society • Research focus of the department: Conduct quality research focusing minorities with special reference to gender issues with emphasis on practice based/intervention research. • Providing professional education to Urdu knowing marginalised groups. • Developing Skill Manual • Developing Fieldwork Manual 	<ul style="list-style-type: none"> • Below expectation admission applications and enrolment. • Lack of Social Work Literature in Urdu Language. • Excessive work load on Faculty Members

52. Future plans of the department.

- Developing social work literature in Urdu language
- Developing Skill Lab Manual in Urdu and English language
- Developing fieldwork Manual in Urdu and English language
- Longitudinal study on skill lab interventions of the department
- Advancing towards research and collaborative projects with special reference to the research focus of the department
- Promoting and sustaining collaboration with fieldwork agencies and organisations for better fieldwork placement
- Promoting practice based intervention research
- New Programme to be introduced: The department aims to introduce PG Diploma in Social Work (Rural Interventions) after due consultation with pass out students, market assessment and vide BOS dated 26.08.2014 the course curriculum has also been approved.

Declaration by the Head of the Institution

I certify that the data included in this Self-Study Report (SSR) are true to the best of my knowledge.

This SSR is prepared by the institution after internal discussions, and no part thereof has been outsourced.

I am aware that the Peer team will validate the information provided in this SSR during the peer team visit.

Signature of the Head of the
institution

with seal:

Place:

Date:

Annexure

Annexure-I

Prof. Mohd. Shahid (Head)

Journal Articles

- Agnimitra, N., Jha, M. K., & **Shahid**, M. (2015). Social Work in India: Do we love being at crossroads? *Indian Journal of Social Work* , 76 (3), 323-340.
- Shahid**, M., Raza, M. S., & Alam, M. A. (2015). Disability and Popular Commonsense: Noun versus Adjective. *International Journal of Disability, Development and Education* .
- Shahid**, M. (2015). Manual Scavenging: Issues of caste, culture and violence. *Social Change* , 42 (2), 242-255.
- Shahid**, M. (2015). Making Sense of Sectarian Demography. *The Milli Gazette* , 16 (4), 8.
- Shahid**, M., & Alam, M. P. (2015, September 6). Muslim, Media aur Siyasat : Mardumshumari 2011 (In Urdu). *Rozanama Sahara (Umang)* , p. 1.
- Shahid**, M. (2014). Clean India: Moving beyond semantics and announcements. *Kurukshetra* , 62 (12), 3-6.
- Shahid**, M. (2014). Revisiting Client Worker Relationship: Biestek through Gramscian Gaze. *Journal of Progressive Human Services* , 25 (1), 18-36.
- Shahid**, M., & Mishra, G. (2013). Eradicating Manual Scavenging: Reflections from District Badaun Model. *Kurukshetra* , 61 (3), 19-22.
- Raza, M. S., Alam, M. A., Alam, M. I., & **Shahid**, M. (2012). Repositioning Critical Social Work in School Setting. *Perspectives in Social Work* , XXVII (3), 9-25.
- Shahid**, M., & Mishra, G. (2011). Engagements with Manual Scavengers: Issues for Human Service Professionals. *Contemporary Social Work* , 2 (2), 65-77.
- Shahid**, M., & Mishra, G. (2011). Eradicating Manual Scavenging: Reflections from District Badaun Model. *Kurukshetra* , 59 (11), 22-24.
- Shahid**, M., & Mishra, G. (2010). National Rural Employment Guarantee Act: A Micro Analysis. *Perspectives in Social Work* , XXV (1 & 2), 1-11.

Book Chapters

- Shahid**, M. (2014). Reproductive Reportoire: Making Sense of Common Sense. In M. Akram, *Maternal Health in India: Contemporary Issues and Challenges* (pp. 144-156). New Delhi: Rawat Publication.
- Shahid**, M. (2012). Hamara Aspatal: Health Initiaves and Action Under UDAI II Sahyatri. In M. K. Jha, *Violent River, Vulnerable Communities, University as a Co-Traveller* (pp. 17-26). New Delhi: Department of Social Work, University of Delhi.
- Shahid**, M. (2009). Mapping Structural Violence: Voices from geographies of deprivation. In S. Sharma, & M. K. Jha, *In Opposition to Silence*. New Delhi: Alter Note Press.

Books

Waheed, A., & **Shahid**, M. (2012). *Muslims and Development Deficit*. New Delhi: Serials Publication.

Shahid, M. (2010). *Beyond Contraceptives- Demystifying family planning dynamics in Uttar Pradesh*. New Delhi: AlterNotes Press.

Dr. Md Shahid Raza (Associate Professor)

Journal Articles

Shahid, M., **Raza, M. S.**, & Alam, M. A. (2015). Disability and Popular Commonsense: Noun versus Adjective. *International Journal of Disability, Development and Education*. doi:10.1080/1034912X.2015.1063592

Raza, M. S., (2015). SHGs and Women Empowerment: Reflection from Muslim Women in slums of Hyderabad. *Contemporary Social Work*, 3 (2), 75-93.

Raza, M. S., (2014). SHGs and Dynamics of Women Empowerment: A Reflection through Power Relation Framework. *Journal of Exclusion Studies*, 4(2), 115-129.

Raza, M. S., (2014). Political and Legal Empowerment of Women in India. *Journal of Social Welfare and Management*, 6(3), 137-146.

Raza, M. S., (2013). SHGs and Decision Making Capacity: Issues in Measurement and Intervention for Social Workers. *Social Work Journal*, 4 (1), 57-71.

Raza, M. S., Alam, M. A., Alam, M. I., & Shahid, M. (2012). Repositioning Critical Social Work in School Setting. *Perspectives in Social Work*, XXVII(3), 9-25.

Book Chapter

Raza, M. S., (2014). SHGs, Empowerment and Muslim Women: Some reflections on the role of professional social workers. In S. A. Kazi, (Ed.), *Innovations in Women Empowerment: Social Work Perspective* (pp. 289-317). Bijapur: PRASARANGA.

Book

Raza, M. S., (2014). *Muslim Women and Micro-Finance-A Power Relations Frame work*. Lucknow: New Royal Book Company.

Md Israr Alam (Assistant Professor)

Journal Articles

- Alam, M. I.** (2015, April-June). Women and Livelihood: Reflections on Entitlements, Opportunities and Challenges. *International Journal for Social Development*, 3(2). 56-67
- Raza, M. S., Alam, A. M., **Alam, I. A.**, & Shahid, M. (2012). Repositioning Critical Social Work in School Setting. *Perspectives in Social Work*, XXVII(3), 9-25.
- Alam, M. I.** (2012). Family Well Being through SHG: Issues and Concerns. *Indian Journal of Social Studies and Humanities*, 1(2), 183-187.

Dr. Md Aftab Alam (Assistant Professor)

Journal Articles

Shahid, M., Raza, M, S., & **Alam, M.A.** (2015). Disability and Popular Commonsense: Noun versus Adjective. *International Journal of Disability, Development and Education*. doi: 10.1080/1034912X.2015.1063592

Husain, M. & **Alam, M. A.** (2013). Women and HIV/AIDS: The Victims of Circumstances. In R. Mangaleswaran, *Working with Youth, Women and Children with HIV/AIDS: Strategic Intervention for Inclusive Development* (pp. 3-10). New Delhi: Authors Press

Raza, M. S., **Alam, M. A.**, Alam, M. I., & Shahid, M. (2012). Repositioning Critical Social Work in School Setting. *Perspectives in Social Work*, XXVII (3), 9-25

Alam, M. A. (2012). Dimensions of Honour and Honour Crimes: Violence against Women. *Indian Journal of Social Science and Humanities: An International Journal*. Vol. 1 (No.2). pp. 156-160.

Book Chapter

Alam, M.A., & Alam, I. (Ed. 2011). Street Children behind the Glittering Façade: An Assessment and Solution. In F.X. Lovelina Little Flower *Health and Development: Occupational Hazards, Food Security and Community Development*. Delhi: Authors Press.

Taslim, M., & **Alam, M.A.** (Ed. 2011). Women Empowerment: An Unfinished Journey. In R.S. Gulia, Ombir Singh and S. Awasthi *Handbook of Management and Behavioural Science*. (Vol. 4). Delhi: Wisdom Publications.

Dr. Rafat Aara (Guest Faculty)

Journal Articles

Aara, R. (2012). Supervision in Social Work practicum and the Associated Challenges. *Indian Journal of Social Studies and Humanities*, 1 (2), 12-16.

Aara, R. (2012). Supervision of Social Work Field Practicum in ODL System : An IGNOU Model. *Indian Journal of Open Learning*, 21 (2), 147-154.

Book Chapter

Kumari, N., **Aara, R.** (2016). Networking. In G. Thomas, *Contemporary Methods of Social Work* (pp. 137-147). New Delhi: Shipra Publication.

Aara R. (2014). Bal Dekhbhal Vyavastha men Samajic Karyakarta ki Bhumika. In MSWE-002: *Mahila aur Balvikas, Block 4, Bacchon ki Dekhbhal aur Suraksha* (pp. 58-70). New Delhi: IGNOU.

Aara, R. (2012). Role of Social Worker in Child Care Settings in “*Women and Child Development: (MSWE-002)*”, pg (47-57). IGNOU: New Delhi.

Book

Thomas, G., **Aara, R.** (2009). *Project Work Handbook on Social Work Research (MSWP-001)*, IGNOU: New Delhi.

Annexure-II

Innovative Academic Interventions MSW Skill Lab Semester II (January-April 2016)

Time: 4:00 to 6:00 pm

Room No. 302

S. No.	Date	Broad Skill	Activity	Facilitators	Moderator
1	08.01.2016	Communication	Chinese Whisper	1. Dr. Md. Shahid Raza 2. Dr. Rafat Aara 3. Research Scholars	Mr. Md Israr Alam
2	15.01.2016	Technical	Socio-gram	1. Mr. Md Israr Alam 2. Research Scholars	Dr. Md. Aftab Alam
3	22.01.2016	Sensitivity	Collage (Religious Identity Markers)	1. Prof. Mohd Shahid 2. Dr. Rafat Aara 3. Research Scholars	Mr. Md Israr Alam
4	29.01.2016	Analytical	Paraphrasing	1. Dr Md Aftab Alam 2. Research Scholars	Prof. Mohd Shahid
5	26.02.2016	Sensitivity	Noun vs Adjective (Call Names)	1. Prof. Mohd Shahid 2. Research Scholars	Dr. Md. Shahid Raza
6	04.03.2016	Communication	Fishbowl Discussion	1. Dr Md. Shahid Raza 2. Dr. Rafat Aara 3. Research Scholars	Dr Md Aftab Alam
7	15.04.2016	Analytical	Reading/viewing Contents	1. Dr Md Aftab Alam 2. Research Scholars	Dr Md. Shahid Raza
8	22.04.2016	Technical	Problem Tree	1. Mr. Md Israr Alam 2. Dr. Rafat Aara 3. Research Scholars	Prof. Mohd Shahid
Research Scholars: 1. Faiyaz Ahmad (Batch 2014) – UGC JRF 2. Afsana (Batch 2015) 3. Md Parwez Alam (Batch 2015)					

Note: Research Scholars, to actively coordinate in consultation with concerned faculty facilitator.

Md Israr Alam
Faculty In-charge, Skill Lab

Prof.Mohd Shahid
Head

Innovative Academic Interventions
MSW Skill Lab Semester IV (January-April 2016)

Time: 4:00 to 6:00 pm

Room No. 303

S. No.	Date	Broad Skill	Activity	Facilitator	Moderator
1	08.01.2016	Sensitivity	Proverb Inventory	1. Prof. Mohd Shahid 2. Research Scholars	Dr. Md Aftab Alam
2	15.01.2016	Communication	Listening Questionnaire	1. Dr Md. Shahid Raza 2. Dr. Rafat Aara 3. Research Scholars	Prof. Mohd Shahid
3	22.01.2016	Analytical	Meaning Making	1. Dr. Md Aftab Alam 2. Research Scholars	Dr. Md Shahid Raza
4	29.01.2016	Communication	Crazy Comic	1. Dr Md. Shahid Raza 2. Dr. Rafat Aara 3. Research Scholars	Mr. Md Israr Alam
5	26.02.2016	Technical	LFA	1. Mr. Md Israr Alam 2. Dr. Rafat Aara 3. Research Scholars	Prof. Mohd Shahid
6	04.03.2016	Technical	Project Action Plan	1. Mr. Md Israr Alam 2. Research Scholars	Prof. Mohd Shahid
7	15.04.2016	Sensitivity	Sensitivity Quiz	1. Prof. Mohd Shahid 2. Dr. Rafat Aara 3. Research Scholars	Mr. Md Israr Alam
8	22.04.2016	Analytical	Reading/Viewing Content	1. Dr Md Aftab Alam 2. Research Scholars	Dr. Md Shahid Raza
Research Scholars: 4. Abul Salim Khan (Batch 2014) – UGC JRF 5. Mohmad Iqbal (Batch 2015) 6. Syeda Saba Quadri (Batch 2015)					

Note: Research Scholars, to actively coordinate in consultation with concerned faculty facilitator.

Md Israr Alam
Faculty In-charge, Skill Lab

Prof. Mohd Shahid
Head

Field Work Presentation Schedule for MSW Semester-II & Semester-IV- 2016

Group—II

Resource Persons: Dr. Md. Shahid Raza and Mr. Md Israr Alam

Room No. 303

S. No.	Date & Days	Session	Name of the Presenter				Chairperson	Recorder
			Semester-II		Semester-IV			
			Name of the Agency	Name of the Student	Name of the Agency	Name of the Student		
1	05.02.2016	Session-I			SAFA Society	Safiur Rahman	Mohd Ikram	Md Rahat Iqbal
		Session-II			KRITI Social Initiatives	Shafiulla Shaik Shahid Ahamad	Haseebur Rahman	Md Enam Sarwar
2	19.02.2016	Session-I	SAFA Society	Aftab Husain Husna Khanam			Usman Ahmad	Farman Khan
		Session-II			MAHITA	Saddam Hussain	Safiur Rahman	Mohd Nadeem Fazli
3	11.03.2016	Session-I			PRATHAM	Usman Ahmad	Shafiulla Shaik	Qamruzzaman
		Session-II	KRITI Social Initiatives	Rizwan Jafar Saiful Huda			Shahid Ahamad	Aftab Husain
4	18.03.2016	Session-I			M.N.J. Cancer Hospital	Haseebur Rahman	Saddam Hussain	Husna Khanam
		Session-II	MAHITA	Qamruzzaman Mohd Nadeem Fazli			Rizwan Jafar	Saiful Huda
		Session-III			Hope Trust	Mohd Ikram	Aftab Husain	Md Rahat Iqbal
5	01.04.2016	Session-I	M.N.J. Cancer Hospital	Md Rahat Iqbal Farman Khan			Mohd Nadeem Fazli	Shafiulla Shaik
		Session-II	Hope Trust	Md Enam Sarwar			Husna Khanam	Shahid Ahamad

NOTE:

1. Presenter, Chairperson and Recorder are advised to consult their respective supervisors.
2. Chairperson and Recorder of respective sessions are advised to collect details from the Presenters well in advance.
3. Attendance in Field Work Presentation is compulsory.
4. Active participation of students of both the Semester 4th and the semester 2nd is required.
5. Maximum time allotted is 15 minutes/agency. Presenters are required to divide time accordingly.
6. Each presentation to be followed by discussion, Recorder's report and Chairperson's remarks.

Dr. Md. Aftab Alam
Field Work Coordinator

Prof. Mohd. Shahid
Head

Field Work Presentation Schedule for MSW Semester-II & Semester-IV- 2016

Group—I

Resource Persons: Prof. Mohd Shahid, Dr. Md. Aftab Alam and Dr. Rafat Aara

Room No. 302

S. No	Date & Days	Session	Name of the Presenter				Chairperson	Recorder
			Semester-II		Semester-IV			
			Name of the Agency	Name of the Student	Name of the Agency	Name of the Student		
1	05.02.2016	Session -I			Don Bosco Navjeevan	Abu Obaida Ibne Hasan	Khuda Dad Khan	Faizan Saquib
		Session -II			Family Planning Association of India	Mohd Rehan	Zeeshan Ullah	Sajid Khan
		Session -III			SHAHEEN	Mohd Azfar	Mohd Zafar Paikar	Zakaullah
2	19.02.2016	Session -I			BHORUKA	Saddam Husain	Md Shahneer Akhtar	Sabbir Ahmad
		Session -II	Family Planning Association of India	Shafeequr Rahman Mohammad Qasim			Shah Ney Alam	Mohd Zubair Ansari
		Session -III	SHAHEEN	Huda Aslam Ghaffar			Abdul Sattar	Mohd Faizan
3	11.03.2016	Session -I	BHORUKA	Shaik Mahaboob Subhani Ansar Husain			Abu Obaida	Shafeequr Rahman
		Session -II	Don Bosco Navjeevan	Mohd Aboozar Mohammad Danish			Ibne Hasan	Mohammad Qasim
		Session -III			Govt Primary School Hakeem Shah Nagar	Abdul Sattar	Mohd Rehan	Huda
		Session -IV			DARE	Shah Ney Alam	Mohd Azfar	Aslam Ghaffar
4	18.03.2016	Session -I			My Choices	Md Shahneer Akhtar	Saddam Husain	Shaik Mahaboob Subhani
		Session -II			SAMPURN A	Mohd Zafar Paikar	Ansar Husain	Mohd Aboozar
		Session -III			Govt. Primary School, Golconda	Zeeshan Ullah	Mohammad Danish	Khuda Dad Khan
		Session -IV	DARE	Mohd Faizan			Faizan Saquib	Abu Obaida
5	01.04.2016	Session -I	SAMPURN A	Mohd Zubair Ansari Sabbir Ahmad			Huda	Ibne Hasan

		Session -II	Govt Primary School Hakeem Shah Nagar	Zakaullah			Shafeequr Rahman	Mohd Rehan
		Session -III			Centre for Dalit Studies	Khuda Dad Khan	Aslam Ghaffar	Mohd Azfar
		Session -IV	Govt. Primary School, Golconda	Sajid Khan Faizan Saquib			Mohd Azfar	Saddam Husain

NOTE:

1. Presenter, Chairperson and Recorder are advised to consult their respective supervisors.
2. Chairperson and Recorder of respective sessions are advised to collect details from the Presenters well in advance.
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6. Each presentation to be followed by Discussion, Recorder's report and Chairperson's remarks.

Dr. Md. Aftab Alam
Field Work Coordinator

Prof. Mohd. Shahid
Head

Departmental Activity Log

S. No	Date	Venue/ Publisher/Organizer	Particulars	Resource Person/ Author	Remarks
1	28.01.2015	Room NO 305, LHC	Guest Lecture Social Work Research	Prof. D.K Lal Das	
3	06.02.2015	MANUU Campus	Campaign-cum- Exhibition: Swine Flu	Faculty Members Dept of Social Work	
4	16.02.2015	Room NO 305, LHC	Discussion on Cancer Awareness Programme	Dr. Benjamin and Team, Dept. of Oncology & RCC, MNJ Cancer Hospital, Hyderabad	
5	17 th to 22 nd Feb. 2015	Pondicherry	Study Tour – 2015	Dr. Md Shahid Raza and Dr Md Aftab Alam	
6	18 th & 19 th March 2015	Room No. 302 Dept. of Social Work	Social Work Day – 2015 Literary event and Extension Lecture on “Gender, Patriarchy and Freeing Silenced Voices” by Mr. Rakesh K Singh <i>Peddaller Ride for Gender Freedom</i>	Faculty Members Dept of Social Work & Mr. Rakesh K Singh	
7	26.03.2015	Room NO 305, LHC	Study Tour Presentation – 2015	Faculty Members Dept of Social Work	
8	May 2015	Reading Resource Material of Dept. of Social Work	Innovative Academic Intervention Series 1: Field Work Template	Md Aftab Alam Md Israr Alam Shyna Saif Md Shahid Raza Mohd Shahid	
9	May 2015	Reading Resource Material of Dept. of Social Work	Innovative Academic Intervention Series 2: Field Work Manual	Md Aftab Alam Md Israr Alam Shyna Saif Md Shahid Raza Mohd Shahid	
10	May 2015	Reading Resource Material of Dept. of Social Work	Innovative Academic Intervention Series 3: Skill Lab Manual	Md Israr Alam Md Aftab Alam Md Shahid Raza Mohd Shahid	
11	03.08.2015 to 09.08.2015	Dept. of Social Work	MSW Orientation Programme for Semester I students	Faculty Members	

12	04.08.2015	Dept. of Social Work	Extension Lecture: Understanding Agency: A case of Don Bosco Navajeevan, Hyderabad	Mr. A.M. Raja Reddy Don Bosco Navajeevan, Hyderabad	
13	06.08.2015	Don Bosco Rehabilitation Centre, Ramanthapur,	Exposure Visit to Don Bosco Rehabilitation Centre, Ramanthapur, Hyderabad	Md Israr Alam Dr. Md Aftab Alam	
14	07.08.2015	Dept. of Social Work	Extension Lecture: Social Work and Social Work Research	Prof. D.K.Lal Das Ex. Principal, Roda Mistry College of Social Work, Hyderabad	
15	08.08.2015	Dept. of Social Work	Extension Lecture: Gender Issues and Social Work	Ms. Jameela Nishat Shaheen Women's Association and Welfare Association	
16	14.08.2015	Dept. of Social Work	Skill Lab Exercise: Force Field Analysis (Sensitivity) with semester III students	Facilitator: Prof. Mohd Shahid/Dr. Rafat Aara Moderator: Dr. Md Aftab Alam	
17	14.08.2015	Dept. of Social Work	Skill Lab Exercise: Cross Introduction with	Facilitator: Dr. Md Shahid Raza Moderator: Md. Israr Alam	
18	21.08.2015	Dept. of Social Work	Skill Lab Exercise: Community Mapping (Technical) with Semester I student	Facilitator: Md. Israr Alam Moderator: Prof. Mohd. Shahid	
19	21.08.2015	Dept. of Social Work	Skill Lab Exercise: Role Play (Client-Worker Relationship) (Communication) with semester III student	Facilitator: Dr. Md Shahid Raza/Dr. Rafat Aara Moderator: Dr. Md Aftab Alam	
20	28.08.2015	Dept. of Social Work	Skill Lab Exercise: Who am I (Analytical) with	Facilitator: Dr. Md Aftab Alam/Rafat	

			semester I students	Aara Moderator: Dr. Md Shahid Raza	
21	28.08.2015	Dept. of Social Work	Skill Lab Exercise: Story Narration/ <i>Dastangoi</i> (Poverty and multiple marginalization) (sensitivity) With semester III students	Facilitator: Prof. Mohd. Shahid Moderator: : Md. Israr Alam	
22	4.09.2015	CPDUMT, MANUU	Extension Lecture: Child Abuse, Domestic Violence and Sexual Harassment	Dr. Farzana and Ms. Pearl Choragudi My Choices, Hyderabad	
23	18.09.2015	CPDUMT, MANUU	Extension Lecture: Social work and HIV/AIDS	Mr.T. Kailash Ditya , Joint Director APSACS	
24	18.09.2015	Dept. of Social Work	Skill Lab Exercise: Agree-disagree (Gender Sensitivity) with semester I students	Facilitator: Prof. Mohd. Shahid/Dr. Rafat Aara Moderator: : Md. Aftab Alam	
25	18.09.2015	Dept. of Social Work	Skill Lab Exercise: Communication without looking	Facilitator: Dr. Md Shahid Raza Moderator: : Md. Israr Alam	
26	30.10.2015	Dept. of Social Work	Skill Lab Exercise: Problem tree (Technical) with semester III students	Facilitator: : Md. Israr Alam Moderator: : Prof. Mohd. Shahid/Dr. Rafat Aara	
27	30.10.2015	Dept. of Social Work	Skill Lab Exercise: Extempore (communication) with semester I students.	Facilitator: Dr. Md Shahid Raza Moderator: : Md. Aftab Alam	
28	13.11.2015	Dept. of Social Work	Skill Lab Exercise: Visual Narrative (caste issues) with semester I students	Facilitator: : Prof. Mohd. Shahid Moderator: : Dr. Md Shahid Raza	
29	13.11..2015	Dept. of Social Work	Skill Lab Exercise: Expanding (Analytical) with semester III students	Facilitator: Dr. Md Aftab Alam Moderator: Dr. Rafat Aara	

30	08.01.2016	Dept. of Social Work	Skill Lab Exercise: Chinese Whisper (communication) with semester II and IV students	Facilitator: Dr. Md Shahid Raza/Dr. Rafat Aara/ Research Scholars Moderator: Mr. Md Israr Alam	
31	22.01.2016	Dept. of Social Work	Skill Lab Exercise: Collage making (sensitivity) with semester II students	Facilitator: Prof. Mohd Shahid/ Raza/Dr. Rafat Aara/ Research Scholars Moderator: Mr. Md Israr Alam	
32	22.01.2016	Dept. of social work	Skill Lab Exercise: Meaning making (analytical) with semester IV students	Facilitator: Dr. Md Aftab Alam Moderator: Dr. Md Shahid Raza	
33	29.01.2016	Dept. of social work	Skill Lab Exercise: Paraphrasing (Analytical) with semester II students	Facilitator: Dr. Md Aftab Alam /Research scholars Moderator: Prof. Mohd Shahid	
34	29.01.2016	Dept. of social work	Skill Lab Exercise: Crazy comic (Communication) with semester IV students	Facilitator: Dr. Md Shahid Raza/Dr. Rafat Aara/Research scholars Moderator: Mr. Md Israr Alam	

Annexure-III
Annual Academic Calendar 2015-16
MSW 1st and 3rd Semesters

Commencement of classes (3 rd semester):	23/07/15
Orientation Programme (1 st semester): 2015	03 rd to 09 th August
Commencement of classes (1 st semester):	10/08/15
Commencement of Fieldwork (3 rd semester):	10/08/15
Commencement of Fieldwork (1 st semester):	12/08/15
Board of Studies (BOS):	September, 2015
Fresher's Party 2015	3 rd /4 th Week of September,
Teaching to be over:	24/11/15
Field work of 1 st semester to be over	19.11.2015
Field work of 3 rd semester to be over	24.11.2015
Field work Viva-Voce Exam, 1 st semester:	26/11/15
Field work Viva-Voce Exam, 3 rd semester:	27/11/15
Submission of internal assessment marks:	28/11/15
Annual Exams 1 st and 3 rd semester:	30/11/2015
Departmental Meetings every month	Last week of
Extension Lectures November	September, October and
Winter vacation:	21 .12. 2015 to 01.01.2016

Md. Israr Alam
Faculty In-Charge, Time Table

Prof. Mohd Shahid
Head

Annual Academic Calendar 2015-16
MSW 2nd and 4th Semesters

S.No.	Particular	Tentative Date/s
1.	Commencement of Theory Classes	04/01/2016
2.	Commencement of Fieldwork (4 th semester)	04/01/2016
3.	Commencement of Fieldwork (2 nd semester)	06/01/2016
4.	NGO Meet-cum-Mela	2 nd week of February 2016
5.	BOS	Third Week of February 2016
6.	Study Tour	25-28 February 2016
7.	Farewell Party	Last week of March, 2016
8.	Teaching and Field Work to be over	27/04/2016
9.	Field Work Viva-Voce Exam (2 nd semester)	28/04/2016
10.	Field Work Viva-Voce Exam (4 th semester)	29/04/2016
11.	Submission of Internal Assessment Marks	29/04/2016
12.	Semester End Exams	04/05/2016
13.	Departmental Meetings	Last week of every month
14.	Extension/Guest Lecture	Three in this semester (Depending on availability of the Resource Person)
15.	Extra Curricular/Days Celebrations etc in consultation with Students' Advisor	Students' Advisory Teams

Md. Israr Alam
Shahid
Faculty In-Charge, Time Table

Prof. Mohd
Head