



Pradesh-176215

Central University of Himachal Pradesh

(ESTABLISHED UNDER CENTRAL UNIVERSITIES ACT 2009)

Dharamshala, Himachal



NAAC Criterion-I

Key Indicator – 1.3.2

Brochure and Course Content or Syllabus of Value-Added Courses

1.3.2 Evidences



Department of Social Work

Central University of Himachal Pradesh, Dharamshala,

Kangra

Shayli Sunam



Central University of Himachal Pradesh

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Dharamshala, Himachal

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INDEX Department of Social Work

S. No.	COURSE NAME	Course Code	Page No.
1	Project Proposal & Report Writing	SWR 498	1-2
2	Social Work and Human Rights	SWR 434	3-4
3	Contemporary Social Problem	SWR 402	5-6
4	Society and Polity	SWR 4002	7-9
5	Environmental Social Work	SWR 101	12-13
6	Working with Older Adults and People with Disability	SWR 102	14-15
7	Disaster Management	SWR 103	16-17
8	Field Work in Community Setting	SWR 104	18-19

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CENTRAL UNIVERSITY OF HIMACHAL PRADESH
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PO BOX: 21, DHARAMSHALA, DISTRICT KANGRA - 176215 (HP)
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Course Code: **SWR 498**

Course Name: **Project Formulation & Report Writing**

Credits Equivalent: **2 Credits** (One credit is equivalent to 10 hours of lectures / organised classroom activity / contact hours; 5 hours of laboratory work / practical / field work / Tutorial / teacher-led activity and 15 hours of other workload such as independent individual/ group work; obligatory/ optional work placement; literature survey/ library work; data collection/ field work; writing of papers/ projects/dissertation/thesis; seminars, etc.)

Course Objectives: The course is designed to:

- To introduce students to project planning, formulation and implementation.
- To train learners in developing the skills for writing a good proposal.
- To orient learners about the nature of project management methods & techniques.
- To equip learners with the skill of maintaining records & generating reliable reports.

Evaluation Criteria:

1. Mid Term Examination: 25%
2. End Term Examination: 50%
3. Continuous Internal Assessment(CIA) : 25%
 - a. Project Proposal:10%
 - b. Assignments: 5%
 - c. Class Test: 5%
 - d. Attendance: 5%

COURSE CONTENTS:

Unit 1: Introduction to Project Formulation (8 Hours)

Introduction to Projects; Meaning of Project; Distinction between Project & Programme; Basic Components of a Project; Types of Projects – Action, Training & Research.

Project Appraisal: Meaning & Types - technical, financial, social, economic, environmental, institutional approaches; Social Cost Benefit Analysis (SCBA) and Feasibility Studies. Logical Framework Analysis (LFA)

Unit 2: Project Formulation (8 Hours)

Methodology for Project Identification and formulation; Baseline Surveys.

Steps in Project Formulation: Problem statement; statement of vision, mission and objectives; Work Break-down Structure (WBS); Preparation of Gantt Chart, Human Resources & Infrastructure requirement, Budgeting, Training & Development, etc.; Collaboration / Partner Agencies and their Roles.

Unit 4: Fund Raising & Grant Writing (5 Hours)

Fund Raising: Meaning, methods & techniques; Types of Assistance—Grants, Low-Interest Loans, and In-Kind Contributions; Seeking grants of government & international agencies; Private/Foundation and Corporate/CSR Funding Opportunities; Crowd Funding; Planning for Sustainability; People's Contribution.

Grant-writing in different fields of Non-profit Practice: health, education, technology, social/human services, faith-based work, environment, economic development, etc.; Basic

Elements of a Proposal (General Guidelines, Letters of Enquiry to funding Agencies): Cover Letter, Cover Sheet, Abstract, Statement of Need, Project Description, Partners & Stakeholders, Goals & Objectives, Administrative Capacity, Budget, Sustainability, Evaluation Plan.

Unit 3: Project Management (5 Hours)

Project Management: meaning & importance, steps; Life-cycle of a Project – Planning, Scheduling, Resource Mobilization, Staffing; Execution, Monitoring & Evaluation. Techniques of Project Management - PERT & CPM.

Unit 5: Project Monitoring & Evaluation (4 Hours)

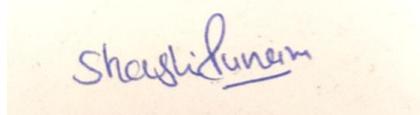
Project Monitoring & Evaluation (PME): Internal & External Monitoring; Participatory & non-participatory; Types of Evaluation - Concurrent, Phase-wise/Mid-Term and Terminal Evaluation/ Post-facto (at the end of the project); Indicators for monitoring & evaluation; Types of Reports.

Suggested Readings:

1. Dale, R., & Dale, Reidar. (2004). **Evaluating Development Programmes and Projects**. Sage Publications India.
2. Gorsevski, E. W. (2016). **Writing successful grant proposals**. Rotterdam: Sense Publishers.
3. Horine, G. (2013). **Absolute Beginner's Guide to Project Management**. Indianapolis, Ind: Que.
4. Jason, L. A. (2006). **Participatory community research: Theories and methods in action**. Washington: American Psychological Association.
5. Jackson, E. T., Kassum, Y., & Centre de recherches pour le développement international (Canada). (2009). **Knowledge shared: Participatory evaluation in development cooperation**. Ottawa: IDRC Canada.
6. Kerzner, H. (2017). **Project management: A Systems Approach to Planning, Scheduling, and Controlling**. Hoboken, New Jersey : John Wiley & Sons, Inc.
7. Lester, A., & O'Reilly for Higher Education (Firm). (2017). **Project Management, Planning and Control**, 7th Edition. Butterworth-Heinemann: Oxford, UK.
8. Lock, D. M. (2014). **Essentials of Project Management**. Farnham Ashgate Publishing Ltd: Burlington, USA
9. Ramakrishna, K. (2010). **Essentials of Project Management**. PHI Publishing house: New Delhi.
10. Singh, K., Chandurkar, D., & Dutt, V. (2017). **A Practitioners' Manual on Monitoring and Evaluation of Development Projects**. Newcastle upon Tyne, UK: Cambridge Scholars Publishing.
11. Smith, N. B., & Works, E. G. (2012). **The complete book of grant writing: Learn to write grants like a professional**. Naperville, Ill: Sourcebooks.

Additional Reading:

12. **Case Studies** of Rural & Tribal Development Projects in the field of education, health, environment, awareness generation, empowerment, income generation, forestry, social welfare – children, women, etc.; CSR Projects; Research Projects; Training & Development Projects.



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Course Code: SWR 434

Course Name: Social Work and Human Rights

Credits Equivalent: 2 Credits (One credit is equivalent to 10 hours of lectures / organised classroom activity / contact hours; 5 hours of laboratory work / practical / field work / Tutorial / teacher-led activity and 15 hours of other workload such as independent individual/ group work; obligatory/ optional work placement; literature survey/ library work; data collection/ field work; writing of papers/ projects/dissertation/thesis; seminars, etc.)

Course Objectives: After completing this course the students will be able to:

- Develop an understanding about the scientific approach to human inquiry
- Develop an appreciation of the value and approach in research in addressing problems in the field of professional practice
- Develop attitudes and skills appropriate for research
- Acquire the skills for data analyses and research writing

Attendance Requirements:

Students are expected to attend all lectures in order to be able to fully benefit from the course. A minimum of 75% attendance is a must failing which a student may not be permitted to appear in examination.

Evaluation Criteria:

1. Mid Term Examination: 25%
2. End Term Examination: 50%
3. Continuous Internal Assessment (CIA): 25%
 - a. Presentation: 5%
 - b. Assignment: 5%
 - c. Project Work: 15%

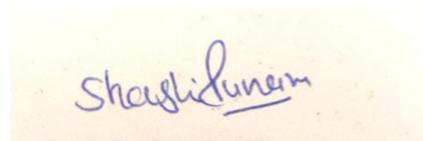
Course Contents:

UNIT - I: Social Work & Human Rights: Concepts, Nature & Scope (4 Hours)

- Social Work and Rights
- Concept, Nature & Scope of Human Rights.
- History of Human Rights.
- State & Human Rights Theory.

UNIT II: Regulating Human Rights (4 Hours)

- Declaration, Covenant, Convention and Treaties
- International Covenant on Civil & Political Rights
- The Human Rights Committee
- Universal Declaration of Human Rights



UNIT - III: Human Rights in Indian Condition (4 Hours)

- Indian constitution and Human Rights.
- Human rights in Indian constitution: part III of constitutional provisions
- Human rights in Indian constitution: Part IV of Indian constitution.
- Role of NCW in implementing Human rights in India

Unit –IV: Implementing Agencies in India (4 Hours)

- Implementing Human Rights in India
- Role of NGOs for implementing Human Rights
- Role of NHRC in India
- Role of SHRC for implementing Human Rights.

UNIT - IV: Globalization and Human Rights (4 Hours)

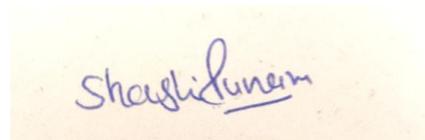
- Globalization and Human Rights.
- Globalization merits and demerits.
- Migrant Labourers Developed World & Human Rights.
- Environment & Human Rights.

Prescribed Text Books:

1. O’Byrne, Darren (2011 3rd reprint) Human Rights: An Introduction, New Delhi, Pearson Education Ltd.
2. Reichert, E. (2003) Social Work and Human Rights, Jaipur, Rawat (Originally Published from Columbia University Press) .

Suggested Extra Readings:

1. Study Material from IGNOU
2. Material Published by NHRC.



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Course Code: SWR 402

Course Name: Contemporary Social Problem

Credits Equivalent: 2 Credits (One credit is equivalent to 10 hours of lectures / organised classroom activity / contact hours; 5 hours of laboratory work / practical / field work / Tutorial / teacher-led activity and 15 hours of other workload such as independent individual/ group work; obligatory/ optional work placement; literature survey/ library work; data collection/ field work; writing of papers/ projects/dissertation/thesis; seminars, etc.)

Course Objectives: After completing this course the students will be able to:

- Develops an understanding about the social problems prevails in our society.
- Develop an understanding about the problems relating to Child and Welfare Services
- To develop an understanding of different issues as it affects individuals and groups.
- To expose students with ongoing strategies and programmes to solve social problems.

Attendance Requirement:

Students are expected to attend all lectures in order to be able to fully benefit from the course. A minimum of 75% attendance is a must failing which a student may not be permitted to appear in examination.

Evaluation Criteria:

1. Mid Term Examination: 25%
2. End Term Examination: 50%
3. Continuous Internal Assessment (CIA): 25%
 - a. Presentation: 10%
 - b. Assignment: 5%
 - c. Group Discussion: 10%

Course Contents:

UNIT - I: Social Problem: Concept and Approaches (4 Hours)

- Concept, Characteristics, Reactions, Types and Causes of Social Problem.
- Theoretical Approaches to Social Problems.
- Methods of Studying and Stages in the Development of Social Problem.
- Solving Social Problem.

UNIT - II: Social Problems (4 Hours)

- Poverty.
- Unemployment.
- Alcoholism & Drug Addiction.
- Corruption and Lokpal Bill.

UNIT - III: Communalism, Secularism and Regionalization (4 Hours)

- Concept of Communalism in India.
- Theories of Communal Violence.
- Secularism and Regionalization.
- Role of Police.

UNIT - IV: Violence against Women (4 Hours)

- Violence against Women.
- Type of Violence.
- Women's Harassment.
- Women Welfare Services.

UNIT - V Child's Social Issues (4 Hours)

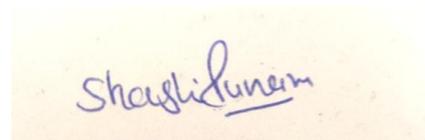
- Child Abuse.
- Child Labour.
- Child Welfare Services
- Juvenile Delinquency.

Prescribed Text Books:

1. Ahuja, Ram, (2007), Social Problems in India. Second Edition, Jaipur, Rawat Publications.
2. Jha, Jainendra Kumar Ed., (2009), Encyclopedia of Social Work, Volume-3, Social Welfare and Social Work, New Delhi, Anmol Publications.

Suggested Additional Readings:

1. Ahuja, Ram, (2000), Criminology, Jaipur, Rawat Publications.



Shashi Kumar

Course Code: SWR 4002

Course Name: Society and Polity

Credits Equivalent: 2 Credits (One credit is equivalent to 10 hours of lectures / organised classroom activity / contact hours; 5 hours of laboratory work / practical / field work / Tutorial / teacher-led activity and 15 hours of other workload such as independent individual/ group work; obligatory/ optional work placement; literature survey/ library work; data collection/ field work; writing of papers/ projects/dissertation/thesis; seminars, etc.)

Course Objective: The course is designed to

- Understand basic sociological concepts and social formations
- Develop skills to analyze and understand Indian society
- Learn to apply sociological insight in day to day life

Attendance Requirements:

Students are expected to attend all lectures in order to be able to fully benefit from the course. A minimum of 75% attendance is a must, failing which a student may not be permitted to appear in examination.

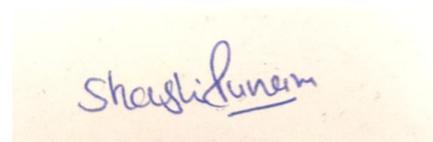
Evaluation Criteria:

1. Mid Term Examination: 25%
2. End Term Examination: 50%
3. Continuous Internal Assessment (CIA): 25%

Course contents:

UNIT - I: Orientation to Significant Sociological Concepts (4 Hours)

- Culture: Elements in Culture, Cultural Systems and Sub Systems
- Social Structure and Social Institution and Social Groups
- Socialization - Meaning, Socialization and Development of Self
- Social Conformity & Social Deviation
- Social Control



UNIT – II: Social Change (4 Hours)

- Social Change
- Marxist Approach to the Study of Society
- Modernization
- Globalisation
- Post-Modernism

UNIT - III: Social Institutions (4 Hours)

- Family- The Joint and the Nuclear Family.
- Family as Social Institution, Changing Structures and Patterns of Family.
- Religion, Role of Religion in Society, Secularism

UNIT - IV: Social Structure and Social Stratification (4 Hours)

- Social Stratification & Social Mobility
- Caste & Class: Changing Dynamics.
- Dalits, Adivasis and Minority Groups. Situation, Changing Relationship and Dynamics.

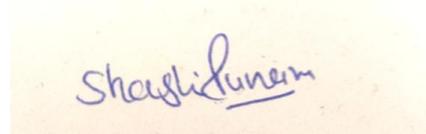
UNIT - V: Contemporary Social Concerns (4 Hours)

- Social Problems in Indian Social Structure(Caste & Politics and Communalism, Youth Unrest)
- Violence Against Women,
- Corruption

Prescribed Text Books:

1. Johnson, Harry M.,(2007), Sociology: A Systematic Introduction, New Delhi, Allied Publishers
2. Ahuja, Ram, (2001), Indian Social System, Jaipur, Rawat Publications
3. Ahuja, Ram, (2008), Social Problems in India, Jaipur, Rawat Publications

Suggested Additional Readings:



1. Haralambos, M. & Holborn, M., (2008), Themes and Perspectives in Sociology, London, Harper Collins.
2. Doshi, S.L., Modernity, Post Modernity & Neo Sociological Theories, Jaipur, Rawat Publications

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1.3.2

Annexure VI: Item SW-BoS-6/06.06: Approval of the Value Added Course to be offered by the Department of Social Work.

समाज कार्य विभाग

हिमाचल प्रदेश केंद्रीय विश्वविद्यालय

सप्त सिंधु परिसर, देहरा, जिला कांगड़ा, हिमाचल प्रदेश - १७७ १०१

Department of Social Work

Central University of Himachal Pradesh

Sapt Sindhu Parisar, Dehra, District: Kangra, Himachal Pradesh, 177 101



SYLLABUS

Value Added Course

Emerging Areas of Social Work Practice

As per Recommendations of
National Education Policy: 2020

Shree Purnima



25 September 2021

1. Value Added Courses (VAC):

- Department of Social Work will offer Value Added Courses (VAC) of 20 credits apart from their discipline-specific courses in each semester.
- These courses will be offered in a blended mode.
- Eligibility: Minimum School leaving certificate obtained after the successful completion of Grade 12 in any discipline.
- This course is also available for the students who are pursuing their Bachelor's and Master's Degree in CUHP.
- For this enrollment, the student has to pay the fee, which will be decided by the university.
- The student will have the option to complete this value-added course within the duration of 3 Years from the date of enrollment in the course.
- After successful completion of the said Value-Added Course, the student will be awarded Certificate by the university.
- Vocational Courses being offered by one Department will be considered as Value-Added Courses for the students of other Departments.
- The weightage is in the range of 60% for Theory and 40% for Practice.
- This VAC constitutes of FIVE courses. Each course is of 04 Credits.
- The courses are as follows:
 - Environment and Social Work
 - Working with Older Adults and People with Disability
 - Disaster Management
 - Field Work in Community Setting
 - Professional Field Work Practice

2. Course Structure:

S. No.	Name of the Course	Course Code	Credits
1.	Environment and Social Work	SWR 101	04
2.	Working with Older Adults and People with Disability	SWR 102	04
3.	Disaster Management	SWR 103	04
4.	Field Work in Community Setting	SWR 104	04
5.	Professional Field Work Practice	SWR 105	04

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Centre for Social Work
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Course Code: SWR 101

Course Title: Environment and Social Work

Credits Equivalent: 04 Credits (One credit is equivalent to 10 hours of lectures / organised classroom activity / contact hours; 5 hours of laboratory work / practical / field work / Tutorial / teacher-led activity and 15 hours of other workload such as independent individual/ group work; obligatory/ optional work placement; literature survey/ library work; data collection/ field work; writing of papers/ projects/dissertation/thesis; seminars, etc.)

Learning Outcomes: Having successfully completed this course, a student should be able to:

- Understand the inter relatedness of human life, living organisms and environment.
- Understand the environment problems nature and impact of development initiatives.
- Examine the utilization and management of natural resources.
- Study the role of social work practice in dealing with environmental problems and in disaster management.

Attendance Requirements:

Students are expected to attend all lectures in order to be able to fully benefit from the course. A minimum of 75% attendance is a must failing which a student may not be permitted to appear in examination.

Evaluation Criteria:

1. Mid Term Examination: 25%
2. End Term Examination: 50%
3. Continuous Internal Assessment (CIA): 25%

Course Contents:

Unit - I: Definition, Typology & Issues of Environmental Problems. (8 Hours)

- Definition & Typology of Environmental Problems.
- Environment and Natural Resources.
- Anthropogenic Impact on Environment & Climate Change - Global Warming, Acid Rain, Green House Effect etc.
- Environmental Pollution: Sources, Treatment, Prevention (Soil, Water, Air, Noise)

UNIT - II: Human Population & Environment (6 Hours)

- Population and Environment: Interrelatedness of Human Life, Living Organisms.
- Environmental & Human Health.
- Sustainable Development: Concept & Basic Aspects of Sustainable Development.

UNIT - III: Environmental Impact Assessment & Management (10 Hours)

- Environmental Impact Assessment (EIA)
- Environmental Management
- Biodiversity & Wildlife Parks: Planning & Management

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Shubh Kumar

- Recycle & Waste Treatment
- Waste Treatment; Tackling e-waste.

(10 Hours)

UNIT - IV: Environmental Protection Laws for Social Work

- The Environment (Protection) Act, 1986 and Rules 1986
- The Wildlife Protection Act, 1972 Amended 1991
- The Forest (Conservation) Act, 1980
- Issues Involved in Enforcement of Environment Legislation.

(6 Hours)

UNIT - V: Social Work & Environment

- Role of Governments, NGOs and People's Initiatives for Environment Protection.
- Environmental Audit & Green Accounting.
- Environmental Education
- Saving our Environment

Prescribed Text Books:

1. Tiwari, Vijay Kumar, (2010), A Textbook of Environmental Studies, Mumbai, Himalaya Publishing House.
2. Saxena, H.M. (2006), Environmental Studies, Jaipur; Rawat Publications.
3. Murthy, D.B.N., (2005), Environmental Planning and Management, New Delhi, Deep & Deep Publications.

Suggested Extra Readings:

1. Rao, P.S.B. (2007), Environment Management and Audit, New Delhi, Deep & Deep Publications.
2. Fisher, W.F., (1997), Towards Sustainable Development, Jaipur, Rawat Publications.

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- Recreation Centers
- Constitutionals and Legal Protections
- Welfare Schemes: Old Age Pension, Provident funds etc.
- Family Based Services Centers
- Community Services
- Old Age Homes

(10 Hours)

UNIT - IV: Disability: Conceptual Understanding

- Disability: Definition, Types and Classification
- Needs and Challenges of Persons with Disability (Focus on Women, Children and Marginalized Population)
- Impact of Disability: Family and Society
- Concept of Universal Design and Universal Access
- Prevention of Disabilities at Primary, Secondary and Tertiary Level
- Disability Etiquette

(10 Hours)

UNIT - V: Legal Framework and Community Based Rehabilitation

- Models of Disability: Charity Model, Medical Model, Social Model and Human Rights Model
- Rehabilitation: Vocational Training, Use of Technology and Life Skill Education
- Community Based Rehabilitation: Meaning and Principles Case Studies: Role of Social Worker in Prevention and Rehabilitation of PwD

Prescribed Text Books:

1. Crawford, Karin. (2007), Social Work with Older People, Jaipur, Rawat Publications.
2. Bhair, Thara. (2002), Ageing: Indian Perspective, New Delhi, Decent Publications.
3. Dandekar, Kumudini. (2000), Elderly in India, New Delhi, Sage Publications.
4. RCI (2014) Disability Development in India, Kanishka Publishers
5. Verma, R.K. (2014) Disability Perspective in Rehabilitation, Kanishka Publishers
6. Ghai, A.(2015) Rethinking Disability in India, Routledge

Suggested Extra Readings:

1. Bali, Arun, (2001), Care of Elderly in India, Shimla, Indian Institute of Advanced Studies.

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 Gopi Sindhia, Gopalpur, Jharkhand

- Stakeholder participation in Disaster Management.

(8 Hours)

UNIT - III: Disaster Preparedness

- Information, Education & Communication in Disaster Management
- Community based disaster preparedness (CBOP) & management (CBDM) – Components
- Capacity building of communities with Special emphasis on vulnerable communities/groups
- Preparation of CBDP plan, community-based risk management & response plans; building disaster resilient communities.
- Community participation in managing & mitigating disasters.

(6 Hours)

UNIT - IV: Assessment of Disasters

- Coordinating search & rescue; relief mobilization & management; evacuation & camp management.
- Contingency planning & crisis management.
- Rapid health assessment & emergency health management.
- Restoration & rehabilitation interventions, livelihood security & social justice concerns in disaster recovery & reconstruction, compensation & related issues in disaster management.

(10 Hours)

UNIT - V: Consequences of Disasters and Treatment of Victims*

- Impact of disasters - Physical, Economic, Political, Psychosocial, Ecological & Others
- Mental health consequences of disaster; grief reactions, Post-traumatic stress disorders (PTSD)
- Principles & techniques of psycho-social care in post-disaster situations.
- Specific needs of vulnerable groups like Children, Women, Older persons & persons with disability.
- Post-trauma care & counseling including grief counseling with survivors. Social care of orphans, disabled & those facing destitution.

Prescribed Text Books:

1. Sundar, I., & Sezhiyan, T. (2007). Disaster management. New Delhi: Sarup & Sons.
2. Sharma, V.K. (ed.), Disaster Management, New Delhi: National Centre for Disaster Management, 1994.
3. Singh, S. K., Kundu, S. C., & Singh, S. (1998). Disaster management. New Delhi: Mittal Publications.

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Course Code: SWR 104
Course Title: Field Work in Community Setting
Credits Equivalent: 04 Credits

Course Description:

This course is part of an initiative by the university wherein each department in the university has to offer a course that helps in making university education relevant to the local community and provide meaningful solutions through local interventions using locally available resources, skills and traditional knowledge. The purpose is to establish sustainable **university-community linkages** so that students get an exposure to real-life problems & issues and develop skills in formulating projects and proposals for experimenting workable solutions. The ultimate goal of the university/department is to foster a spirit of community engagement and scientific temper that initiates a process of change in the society and instils in the learner a sense of connectedness and ownership.

Learning Outcomes:

- To acquaint students with process of need-identification, identification of social issues & problem, undertake structured research in identified areas in the community and develop models of intervention.
- To undertake activities in the selected villages as part of Community Engagement Programme.
- To initiate a dynamic interaction between the University and local community to comprehend ideas for the betterment of the lives of the villagers.
- To sensitize students to the living conditions in rural areas and the cultural ethos of rural communities.
- To develop a comprehensive understanding of the demographic, socio-economic composition and felt needs of the villages.
- To design and implement interventions within the purview of the University in light of the felt needs.
- To generate awareness and sensitize the rural community about the Governmental schemes and programmes.
- To collect & collate, nurture and preserve indigenous knowledge leading to the promotion of the rich rural heritage.
- To create synergy between the rural needs & aspiration and to facilitate the bridging of the void between the 'book-view' (etic) and the 'field-view' (emic).
- To infuse the field insights into the teaching-learning and encourage pedagogical innovations

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Evaluation Criteria:

End Term Evaluation: 200 Marks

Components of Evaluation:

- Attendance
- Assessment of field projects implemented
- Evaluation of fieldwork reports and Presentations
- Assignments relating to fieldwork
- Viva-voce

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