

MA Social Work PROJECT PROPOSAL REPORT



**Department of Social Work
Centre for Distance & Online Education**

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I. (a.) Introduction:

The Social Work Profession promotes social change, Problem solving in human relationships and empowerment and liberation of people to enhance well-being. Social Workers are needed all over the world to bring about developmental changes in individuals and communities. The foremost objective of this programme is to inculcate social responsibility and equip the students with, Social Work skills, knowledge on scientific processes and make them deal with social problems by enabling social transformation.

I. (b). Learning Outcomes Based Approach to Curriculum Planning

1. To impart a drawn-out knowledge about the social work profession to the learners.
2. To advance human resources aiming at raising the standard of living of the poorest of the poor.
3. To meet the growing demand for professionally trained social workers across the country and the world.
4. To facilitate learners with both theoretical and applied knowledge of social work.
5. To develop analytical skills of the learners to develop into a capable and skilled professional social worker.
6. To help the learner acquire professional skills and knowledge to help the clients to deal with their emotional and psychological problems.
7. To help the learner acquire professional skills and develop capacity in helping people to solve various social and economic problems.
8. To help the learner to develop required attitudes in understanding people's problem-solving interventions.

II. Contents of Programme Project Report (PPR):

II. (i). Programme Mission & Objectives

Mission Statement

The department of Social Work providing master's level quality education in the areas of social Work with specialization in NGOs management, Counseling, Human Resource management and Industrial relation, Labor Welfare and legislation and Medical Social Work studies by offering courses leading MA Social Work.

To provide quality education through open and distance learning using multi-pronged strategies and services to reach the uncached with an emphasis on social work values and ethics whereby improving the services in social welfare sectors.

Major Objectives:

- a. To provide education and training in social work to those who are desirous of making their career in social sector.
- b. To equip the learners with an in-depth understanding of the social work concept, its the oriel and role of a professional social workers in the development of society, Nation and the world.
- c. To train the learners /students in the various sectors of social work and equip them with latest trend in the field of social work and prepare learners/students to explore the opportunities in the social sectors.

II. (ii). Relevance of the program with HEI's Mission and Goals

The MA Social Work programme offers opportunities to learners for higher studies in professional social work. Besides offering the core course pertaining to social work curriculum in Meghalaya it includes themes in some of the emerging areas in social work. Such as globalization, Hill area development, Human Rights and Social Justice, Health care, migration, Family and Child Welfare, history of social work in India and Human Resource Management and Industrial relation and Medical Social Work.

In order to align with the mission and goals of University of Science and Technology, the Master of Social Work Programme is planned to deliver in Distance Learning mode which may reach the maximum number of learners who are unable to thrive to spend non elastic timings of formal conventional class room education.

II. (iii) Nature of prospective target group of learners

The nature of the prospective target groups of learners of this programme are as follows:

1. The students who wish to obtain a Master Degree in Social Work.
2. All the stakeholders of the society like-governmental and non- governmental agents, policy makers, social welfare activists, grass-root workers, who are interested in ensuring a better standard of living, for the under-privileged section of the society.
3. Persons who were unable to complete higher education in the normal course of time and who are interested in social work.
4. People engaged in different avenues and wish to develop their professional skills.
5. People living in rural and remote areas and other disadvantageous conditions who desire to complete their higher education.
6. People willing to earn for a living and learn at the same time.
7. Persons deprived of higher education in conventional system for variety of reasons.
8. Denied and deprived sections of people who need social work education for their upliftment.

II. (iv) Appropriateness of programme to be conducted in Open and Distance Learning to acquire specific skills and competence

The programme has been designed to ensure norms and standards for Professional Social Work education. The programme provides conceptual understanding of history of social work, skills in primary methods, research skills, Information Technology, industrial and global trends, thus, equipping learners with tools and techniques to lead and manage in today's ever-changing society. Adequate attention is also paid to the application of knowledge, self-awareness among learners and development of problem solving, and decision-making skills. For appropriateness of the MA SOCIAL WORK programme offered in the ODL mode is ensured in terms of curriculum design, eligibility criteria, admission procedures, duration, evaluation, infrastructural facilities, etc. are Because of its inherent flexibility in terms of entry, method, pace and place of learning, methods of evaluation, the MA Social Work Programme in ODL Mode is suitable for the Early- and mid-career professionals working in Meghalaya. The Programme offered by the school is useful and geared to fulfill identified gaps in the Social Sector demands.

Given the program outcomes for MA Social Work, the following teaching methodologies shall be adopted:

- a. Classroom lectures and Use of up-to-date textbooks, and other learning resources and case studies;
- b. Use of the internet to support and explore the knowledge, Projects, Demonstrations, Team working.
- c. Practical exercises for each course to augment the learning;
- d. Work experience through internship and fieldwork; Simulations (e.g. computer-based); Problem-solving; Quizzes, Seminar presentations, Examination papers
- e. Field Work Component in social work education is very important because it is a tool to practice theories in fields .it is an integral part of socialwork education.

II. (v). Instructional Design

Instructional design is a scientific system that includes the principles of the effective design and implementation of a programme. In distance learning, the successful distance learning design incorporates the unique learning requirements of adult learners. Prior to the development of the courses, curriculum assessment has been done and access devices and pedagogical tools have been applied for making curriculum, The contents of each course are divided into Blocks and Units. The entire study material is divided into small and manageable chunks to facilitate distance learners, For self-assessment of learners Self Check Exercises are provided to recapitulate, consolidate and evaluate what they have learnt so far before moving on to the next stage.

Course Code	Name of Course	Maximum Marks		
		CE	ESE	Total
Semester - I				
MSW 101	Introduction to Social Work	15	35	50

MASW 102	Working with Individuals	30	70	100
MASW 103	Basic Sociological Concepts	15	35	50
MASW 104	Community Organization and Community Development	15	35	50
MASW 105	Developmental Communication	15	35	50
MASW 106	Field Work Practicum	15	35	50
Semester - II				
MASW 201	Working with Groups	15	35	50
MASW 202	Social Action in Social Work	30	70	100
MASW 203	Human Rights and Social Justice	15	35	50
MASW 204	Management of NGO	15	35	50
MASW 205	Human Growth & Development	15	35	100
MASW 206	Field Work	15	35	50
Semester – III				
MASW 301	Social Welfare Administration	15	35	50
MASW 302	Social Work Research & Statistics	30	70	100
MASW 303	Public health	15	35	50
MASW 304	Labour Laws and Social Legislation	30	70	100
MASW 305	Dissertation	15	35	50
MASW 306	Field Work	15	35	50
Semester – IV				
MASW 401	Environment & ecology	15	35	50
MASW 402	Mental Health and Counseling	15	35	50
MASW 403	Organizational Behavior	15	35	50
MASW 404	Gender Studies	15	35	50
MASW 405	Dissertation	30	70	100
MASW 406	Field Work	30	70	100

II. (vi). Procedure for admissions, curriculum transaction and evaluation

Procedure of Admission: The admission procedure will be on yearly basis.

•**Curriculum Transaction:** The successful completion of the proposed program, a candidate has to pass each paper with passing grade (30% in each paper).

Directorate of Online Learning is having fully online procedure for admission including payment in the online learning platform. The platform has been integrated with different departments / sections of the University such as Accounts Branch, Examination Branch, General Branch and Registration Branch etc.

- **Evaluation Pattern:** The pattern of evaluation will have three components- Continuous and comprehensive evaluation (formative & Summative), assignment, group discussion etc.

The University will running all the online courses in Semester System under Credit Based Evaluation as per University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020. University is having ordinances for courses under ODL, duly approved by the regulation committee and Syndicate of the University and all the students admitted under online mode are governed by these rules and ordinances.

Concession for tuition fee will be given to SC/ST and OEC students. The students belonging to SC/ST and OEC category will be admitted to the programme without remitting the tuition fee. The fee for the students thus admitted will be later claimed form SC/ST department as per the rules laid down by the State and Central government.

II. (vii). Requirement of the laboratory support and Library Resources

Laboratory hours are not mandatory for MA Social Work, but students can avail the computers in the Central Computer Lab of the Centre for Online and Distance Education of USTTM which has continuous internet connectivity. Resources in the form of reference books and journals will be made available for the students in the University Central Library. The USTM has a separate Library with more than 64,000 books. There is a separate section in the library for Social work Discipline with more than 5400 books. Library automation is done. The non members can make use of the library resources and the reference services by producing their student's ID proof. They can use the library for reference purpose and they can avail photocopy facilities. E learning library is accessible to all the candidates of online mode for 7 days a week.

II. (viii). Cost estimate of the programme and the provisions

For the design, development delivery and maintenance, of the program the fund duly approved by the Finance Committee of the University are provisioned as mentioned below:

Budget Head Budget Allocated

1. Salary 42,00,000/-

2. Contingencies	02,00,000/-
3. Preparation and printing of self learning materials	6,00,000/-
4. Computer, Printer, Scanner, Projector, etc	5,00,000/-
5. Honorarium and TA / DA for Subject Matter Expert	6,00,000/-
6. Media Center, audio-video production etc	5,00,000/-
7. Hospitality and discretionary fund	1,00,000/-
8. Daily Wages/ outsourcing etc	2,00,000/-
Total Expenses	: 69,00,000/-

(Rupees Sixty Nine Lakhs only)

II. (ix). Quality assurance mechanism and expected programme outcomes

The USTM is having a following mechanism for quality assurance:

- All the courses are under Credit based Semester System as per University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020.
- Curriculum is having flexibility for continuous updation as per the current requirements and having a provision for each academic session, as per the feedback obtained from the students as well as subject experts.
- Academic calendar is followed as per the approved schedule.
- Examinations of Online candidates are conducted by the examination wing of the University, similar to courses running in conventional mode.
- Directorate is having a mechanism to obtain feedback from students under online mode and updating the course content and other facilities as per suggestions, requirements of the candidates.
- Progress and quality of the programme is monitored by the Centre for Internal Quality Assurance (CIQA) for online mode courses.
- The quality of the programme is ensured with strict monitoring by the Director and the Course Coordinator along with Subject experts.

Methods of measuring student learning are often characterized as summative or formative assessments:

- a. **Summative assessments:** case study analysis, assessment and evaluation of internship reports, project report evaluation, tests, quizzes, and other graded course activities that are used to measure the performance of the learner. They are cumulative and often reveal what students have learned at the end of a unit or the end of a course. Within a course, the summative assessment includes the system for calculating individual student grades.
- b. **Formative assessment:** any means by which students receive input and guiding feedback on their relative performance to help them improve. It can be provided face-to-face in-office hours, in written comments on assignments, through rubrics, and emails.

An array of direct and indirect methods shall be used based upon the above-mentioned methodologies and assessment tools to assess the level of learning outcome(s) under each course with more weightage on 'Formative Assessment' to ensure that the learner improves during the teaching learning process.

Direct measures require a learner to present or demonstrate their learning or produce work so that observers can assess how well students' work or responses fit institution-or program-level expectations of outcomes. It includes examinations, field experience, internships, case studies, etc. as mentioned above under Teaching Learning Outcome Methodologies and Summative Assessment.

Through the indirect measures, the observer would be able to infer student abilities, knowledge, and values based on an analysis of reported perceptions about student mastery of outcomes using the indirect measures. It includes classroom assessments.

Expected programme outcomes:

1. It is expected that the course would mold the learners to emerge as professional social workers equipped with the required skills and knowledge to deal with real-world situations.
2. Develop analytical skills and research perspectives among the learners on region specific and case specific issues.
3. It is expected that the MA SOCIAL WORK Programme would prepare learners for further research and to pursue higher studies in this line.

4. The MA SOCIAL WORK programme will also help the learners to seek avenues in the development sector and/or other upcoming sectors.
5. The programme will enable the learners to engage with the society in a fruitful manner leading to the welfare of all and thus contribute to the betterment of the society.
6. The Master of Social Work (MA SOCIAL WORK) programme is designed to bridge the gap between theory and practice ensuring optimum learning by the students.
7. The course intends to provide knowledge on the applications of Social Work profession in various settings and also equip students in applying their knowledge in their respective focus areas while working with communities and organizations.
8. The programme enables the students to be facilitators of change by working with individuals, groups and communities at different levels and network with other groups and professionals working in similar areas.
9. Through the programme, the students would acquire skills in analysis, problem solving, counselling, community organizing, management of projects and non-profit organizations and also in social work research.