

RIGHT TO INFORMATION AND OBLIGATIONS OF PUBLIC AUTHORITIES

(1) The particulars of its organization, function and duties :

About the Department

The Department of Applied Psychology of the University of Mumbai was established as early as 1959, about 55 years ago. This was at a time when the field of Psychology was just gaining ground in India and was in its infancy in Mumbai. Activities of the department have reflected a marked growth over the last four and half decades. Along with the rigorous training in theoretical and pure psychology at MA part I (Semester I & II) level, it provides highly applied training in four specializations.

The four streams of study in Applied Psychology are Clinical, Counselling, and Industrial & Social in M.A. part II (Semester III & IV). It is one of the Universities in India to boast of training in these four streams of Psychology in a completely applied and practice-oriented manner. The department of Applied Psychology has designed its curricula to meet the challenges of our society. Subjects that help students to strengthen their knowledge in the fields of clinical, counseling, industrial and social psychology are included in the curricula. The thrust is to ensure that students master theoretical know-how and imbibe assessment and intervention skills.

The Departments activities also extend to the community through its Counseling Center, where people come and seek carrier guidance, counseling and psychotherapy. It also undertakes research-oriented programs. The effort and fame of the faculty extend beyond the national horizons with faculty occupying important positions in National and International Bodies.

Mission and Vision

Vision Statement

“Our Vision at the Department of Applied Psychology and Counselling Centre, University of Mumbai is to function as professional and socially conscious psychologists and behavioral scientists who achieve excellence in knowledge generation, serve the society by making innovative contribution in the field of mental health and actively participate in the documentation and process of social change”.

Mission Statement

“The Mission of the Department of Applied Psychology and Counselling Centre, University of Mumbai, is to prepare human resource with capacity for knowledge creation with cutting-edge research of human behavior, to initiate socially relevant action and evolve into competent professionals across context”.

Facilities

Experimental psychology Laboratory

Department of applied psychology has a experimental psychology laboratory housed at C.D.Deshmukh Bhavan, Kalina campus University. The laboratory contains large number of instruments. Since the laboratory has been developed over many years it also has instruments of historical importance. The laboratory facility is primarily used for the conduction of experimental studies, experimental psychology practical conduction. The experiments in the area of perception and sensation (Fetchners and Stevens law), motivation, emotion, decision making, memory and learning, etc. Students design the experiments and conduct them. Near about 100 students utilize the facility of laboratory throughout the year for conducting the experiments. Currently the laboratory is computerized and experimentation is under taken using software such as open sesame. "The UDAP has an updated and well equipped experimental psychology laboratory.

Psychological Testing

Department of applied psychology has large number of psychological tests and they have been extensively used by the faculty, research students and post-graduate students. The tests in the areas of aptitude, interest, intelligence, personality, neuropsychology, clinical psychology, social psychology are frequently used. MA part I students have a practicum paper on psychometrics and MA II students use the assessment skills in the field work. The material is also used for the purpose of carrying out research projects.

Library

The UDAP boasts a large and varied collection of over a hundred books, some gifted by grateful past students and some purchased with generous University funding.

Courses

The Department offers M.A (Semester Pattern) CBSGS, Ph.D., and Advanced Diploma courses.

The department offers M.A. (Semester Pattern) CBSGS course in psychology. The M.A. Part I provides opportunity to carry out rigorous study theoretical aspect of psychology whereas M.A. II presents the existing world of applied specializations and relevant electives. Students study one of the four practicum specializations namely clinical, counseling, industrial and social in M.A. II.

M.A. I

It involves in-depth and advanced study of theoretical papers of psychology, such as Personality Psychology and Evolutionary Psychology. Students acquire skills of intervention that are useful in any area of psychology. They involve skills from Insight-Oriented, Cognitive, Humanistic Behavioural and Several Other Approaches. Attempt to develop the understanding of research methods and statistics among them is made, which is crucial to any psychologist for making contribution to the knowledge base in the field. Students are encouraged to design and carry out experiments and testing in the laboratory to obtain and refine these skills. They also learn to develop test/scales and establish its psychometric properties. Apart for this, students are also required to make presentations in seminars on various advanced topics.

M.A. II

M.A. II (Semester III and IV) includes theoretical and applied orientation to various fields of psychology through various electives and core papers which prepares the students for the world of work and community at large such as multiculturalism, rehabilitation psychology, forensic psychology, human resource management, career counseling etc. Students have a choice to study advance fields such as positive psychology, neuro-psychology, organizational development and personality disorders. Courses to develop skill base have also been incorporated such as REBT and CBT, Advanced Skills and Processes of Counseling and Psychotherapy, Family and Couples Therapy. Focus on applied training through supervised field work and training in assessment/diagnostics, skills and interventions is given for all the four specializations of Clinical, Counseling, Industrial and Social Psychology.

Ph.D

Department offers Ph.D. course in Psychology. For the details please contact the office.

List of the recognized guides in the Department.

- Dr. Gautam S. Gawali
- Dr. Satishchandra Kumar
- Dr. Priscilla Paul
- Dr. Neelkanth Bankar
- Dr. Vivek Belhekar
- Dr. R. J. Solomon

Advanced Diploma Course

1. Advanced Diploma Course in Counseling Psychology

Nature: The advanced diploma course is a part-time course and is not available through correspondence. Students are expected to conduct practicum in the field. They are also required to complete a dissertation. The diploma courses are self-financed in nature.

Eligibility: This is a post-graduate course. The minimum qualification required for applying to the Advanced Diploma course is Master's in Psychology. Students having M.A. degree in Psychology from other recognized universities can also apply for the course provided they satisfy eligibility criteria laid down by the university. They have to obtain and submit eligibility certificate.

Attachments to the form: A completely filled form with attested copies of BA mark-lists, Degree certificate, MA mark-list and MA degree certificate and caste certificate (required in case of reservation students) has to be submitted to the office. Incomplete/incorrect forms will not be considered.

The Advanced Diploma Courses are self-financed courses.

(2) The powers and duties of its officers and employees :

Dr. Satishchandra Kumar, Associate Professor & Head
Department of Applied Psychology & Counselling Centre
University of Mumbai, C.D. Deshmukh Bhavan,
Vidyanagari Campus, Santacruz (E), Kalina,
Mumbai - 400 098.
Phone No. 26543441/26543438
E-mail : udap@psychology.mu.ac.in

Powers:

1. Take Decisions related to department work.

Duties:

1. To give admission to M.A. CBSGS Semester Pattern, Ph.D, Advanced Diploma in Counselling courses according to admission procedure.
2. To provide Bonafide Certificates, Transfer Certificates, Transcript Certificates, Railway Concession as required by the students.
3. To collect filled forms & fees & related documents for Eligibility, Enrollment, Verification, Confirmation of Eligibility for those other University Graduate students who have enrolled for M.A., Ph.D Courses in the Department.
4. To collect GOI Scholarship/Freeship Forms from Reserved Category Students & send to Social Welfare Department for approval and other related works.
5. To Process Departmental Merit Scholarships for M.A. students & to send it to the Registrar for approval for the award of Merit Scholarship. To process for Joining Report & Salary Claim Form and other Ph.D related Fellowships (UGC-JRF, ICSSR-JRF, BARTI) and maintain Attendance Register of candidates.
6. To collect Exam Forms from students and send forms to the Examination Section.
7. To execute administrative work and facilitate other arrangements for Seminars, Conference, Workshops/Special Guest Lectures/Visiting Lectures.
8. To make arrangements and provide technical and manpower support for extension activities such as Career Guidance and Counselling for Xth & XIIth passed students, Program for awareness of Suicide Prevention conducted every year on World Suicide Prevention Day.
9. To Process Leave Application of Teaching and Non – Teaching Staff & send Attendance Report to the University for Salary of the Employee.
10. To reply to the University Circulars/Letters & RTI Information of monthly report and other RTI information as received by the Department.

11. To do all other related activities / Purchase of Equipments / Furnitures process of accounts works and any other items related with our Department as per Mumbai University rules.

(3) The Procedure followed in the decision making process, including channels of supervision and accountability: Collective Decision through Departmental Meeting as per University Policies.

(4) The norms set by it for the discharge of its functions: Norms are followed as per University Rules, Statutes and Acts.

(5) The rules, regulations, instructions, manual and records held by it or under its control or used by its employees for discharging its functions: Rules, Regulations etc. are followed as per University Rules.

(6) A statement of the categories of documents that are held by it or under its control : Nil

(7) The particulars of any arrangement that exist for conclusion with, or representation by, the members of the public in relation to the formulation of its policy or implementation thereof : Nil

(8) A statement of the Boards, Councils, Committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advise, and as to whether meetings of those Boards, Councils, Committees and other bodies are open to the public, or the minutes of such meetings are accessible for public : Nil

(9) A directory of its Officers and Employees :

Teaching Staff:

Sr. No.	Name of the Teacher	Contact No.
1	Dr.Satishchandra Kumar M.A., Ph.D., (Associate Professor and Head)	9819237093
2	Dr. Gautam Gawali M.A., Ph.D., (Professor)	9869144916
3	Dr. Priscilla Paul M.A., Ph.D., (Professor)	9821257198
4	Dr. Neelkanth Bankar M.A., Ph.D., (Associate Professor)	9833851202
5	Dr. Vivek Belhekar M.A., Ph.D., (Assistant Professor)	9768134121
6	Dr. Umesh Bharte , M.A., M.Phil, Ph.D., (Assistant Professor)	9811805799
7	Dr. Wilbur Gonsalves M.A., Ph.D., (Assistant Professor)	8655763346

Non – Teaching Staff :

Sr. No.	Name of the Teacher	Contact No.
1	Mr. Mohd. Zillur Rahman M.A., Ph.D, (Head Clerk)	9820971753
2	Mr. Praful Pandit Pawar M.A., B.Ed., (Research Assistant)	9423149236
3	Mrs. Geeta Mansukh Kundhadia B.A., (Jr. Typist Clerk)	9967234366
4	Mr. Prakash Raghunath Sawant (Lab Attendent)	9322161164
5	Mr. Sunil Gopal Das (Peon)	9594925486
6	Mr. Rajesh Purshottam Chawda (Peon)	9820962527
7	Mr. Raju Moru Waghmare (Hamal)	9969145802

- (10) **The monthly remuneration received by each of its Officers and Employees, including the system of compensation as provided in its regulations:**
Remuneration/Salary processed by Finance Department as per University Guidelines and State Policies.
- (11) **The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made :** Nil
- (12) **The manner of execution of subsidy programs including the amounts allocated and the details of beneficiaries of such programs :** Nil
- (13) **Particulars of recipients of concessions, permits or authorizations granted by it :** Nil
- (14) **Details in respect of the information, available to or held by it, reduced in an electronic form :** Nil
- (15) **The particulars of facilities available to citizens for obtaining information, including the working hours of a Library or Reading Room, if maintained for public use :** Department Office.

(16) The Names, Designation and other particulars of the Public Information Officers:

Dr. Satishchandra Kumar : Associate Professor & Head, Department of Applied Psychology & Counselling Center

(17) Such other information as may be prescribed, and thereafter update these publications every year : Nil

(18) Publish all relevant facts while formulating important policies : Nil

Sd/-

Dr. Satishchandra Kumar
Head, Department of Applied Psychology
& Counselling Center