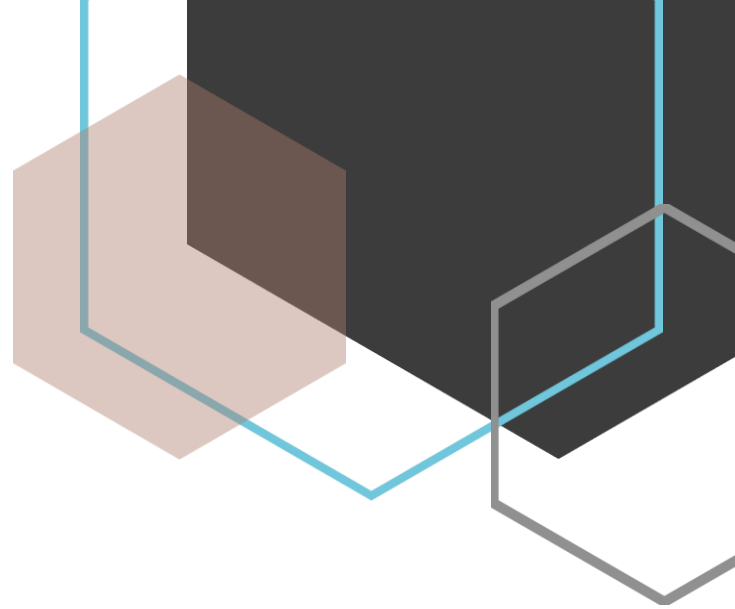




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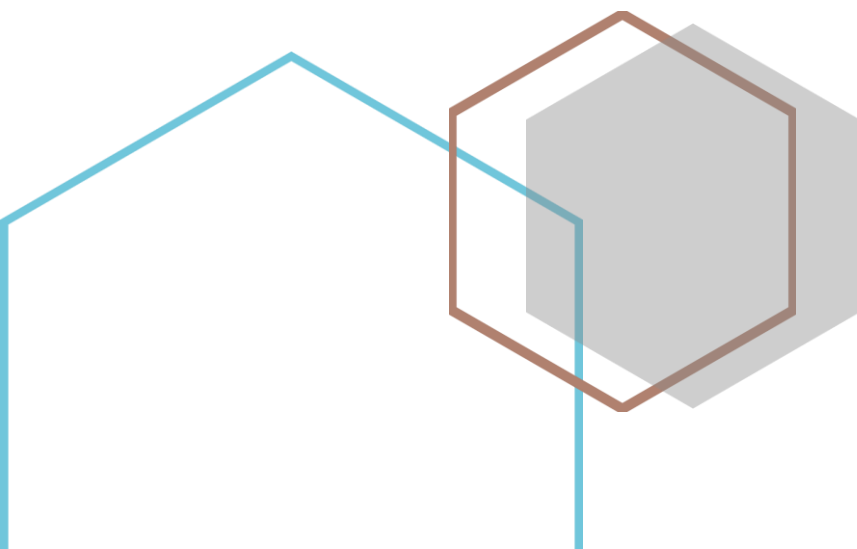
# IMPLEMENTATION FRAMEWORK STUDENT COMMUNITY SERVICE AND VOLUNTEERING CENTRE

UNIVERSITY OF HYDERABAD, INDIA

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Integrating Talent Development into Innovation Ecosystems in Higher Education

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The framework outlines the design of the operations of the Student Community Service and Volunteering Centre created at the University in the frame of the INNOTAL project. It clarifies its place in the University structure, its activities and management, as well as applicable rules and regulations.



## ACTIVITIES OF THE CENTRE

The University prioritizes the Student Community and Volunteering Centre. The Centre is expected to not only channelize services but to also encourage students to actively participate in volunteering pursuits. Currently, the University is constructing an independent building with the aim to bring all student-centric services existing at the University under one roof and locate new such services in that building. This has become a very significant initiative, especially in light of the recognition of the University as an Institution of Eminence.

The Centre will collaborate with non-profit and community organisations in order to create opportunities for student volunteering, including under Corporate Social Responsibility (CSR) activities. The skills gained by the students during volunteering will be assessed on a regular basis. The students will be attracted by linking the Centre with employability skills. The Centre will also take initiative to contact interested external organisations in order to generate opportunities for volunteering.

## POSITION OF THE CENTRE WITHIN THE UNIVERSITY STRUCTURE

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The Centre will be an independent structure wherein all student-related activities and services will be placed.

## ARRANGEMENTS FOR THE MANAGEMENT OF THE CENTRE

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The Centre will be managed by a Committee comprising of faculty, administration, students and external stakeholders.

## ARRANGEMENTS FOR INVOLVEMENT OF FACULTY AND STAFF IN THE CENTRE

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The faculty would be involved in the Centre's activities depending on the nature of individual projects. The Centre should be utilized as a way to link faculty and students with the external stakeholders and vice versa. The Centre staff will help the faculty and students with the logistics.

## ARRANGEMENTS FOR THE COORDINATION AND ADMINISTRATIVE WORK IN THE CENTRE – STAFF, RESPONSIBILITIES, FINANCING

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The Lab will be coordinated by a senior faculty of the University. For effective implementation of the objectives of the Lab, an Advisory Board will be constituted with the faculty from different disciplines, students and representatives from the External Stakeholders (business, public sector and non-profit organizations).

The Lab is initially is expected to get partial funding from the University. The remaining part of the funding will be generated through collaborations with the external stakeholders.

The Lab will be made self-sufficient in due course.

## CHANNELS AND MEANS OF COMMUNICATION WITH EXTERNAL STAKEHOLDERS

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The Centre will use already established channels for communication with external stakeholders, such as individual contacts of faculties, departments and schools with particular external stakeholders, and the channels used by structures like the Placement Cell, Bio-nest, Incubation Centre, National Student Service (NSS), etc. To facilitate further contacts, the Centre will periodically invite non-profit organisations to participate in workshops with



**PROMOTIONAL AND  
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ENCOURAGING  
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VOLUNTEERING**

**RULES AND  
REGULATIONS FOR  
THE SELECTION AND  
PARTICIPATION OF  
STUDENTS IN  
VOLUNTEERING AND  
COMMUNITY SERVICE**

**RULES FOR LINKING  
VOLUNTEERING AND  
COMMUNITY SERVICE  
ACTIVITIES TO SKILLS  
DEVELOPMENT**

**RULES FOR ENSURING  
THE SAFETY OF  
STUDENTS ENGAGED  
IN VOLUNTEERING  
ACTIVITIES  
ORGANIZED BY THE  
CENTRE**

**INTERNAL  
DEVELOPMENT PLAN  
OF THE STUDENT  
VOLUNTEERING  
CENTRE**

a specific focus of mutual benefit.

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There is a culture among University of Hyderabad students to rise to the challenges posed by calamities and distress and act as volunteers. During such occasions they not only get engaged in voluntary activities, but even coordinate their response with external stakeholders. What the Centre proposes is to institutionalise such voluntary activity as part of community service. In the past, and also today, the University has adopted villages surrounding the University for undertaking outreach activities involving students and faculty. Incentives for encouraging voluntary services will be developed following the norms and practices of the University.

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The Advisory Committee of the Centre will frame the rules and regulations for both selection and participation of the students in voluntary and community services. It will also suggest the incentives and recognition of the work done by the students.

In addition to the general rules for conducting voluntary activities, other rules such as gender equality, rules related to the marginalised section of the society, rules pertaining to differently-abled people, etc., will be applicable.

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The students will be periodically trained by experts in initiating and implementing community and voluntary services. They will also receive training and guidelines on describing these activities in terms of developed skills. The aim of the training will be to strengthen the link between volunteering activity and skill development.

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Through its existing structures, the University will take all precautionary measures to ensure the safety of the students engaged in voluntary activities. Depending on necessity, concerned faculty / staff will be made responsible for ensuring the safety of students. Apart from this, the University will inform the concerned officials in respective organisations, institutions and government to take all safety precautions.

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New activities will be planned based on regular assessment of the requirements and the need for such activities. This will be done after consultation with external stakeholders.

New areas of collaboration will be identified by the faculty, students, and external stakeholders. There will be an attempt to increase the geographical coverage of the activities.

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QUALITY ASSURANCE  
PLANS

The following preliminary Quality Assurance plan has been made:



Type of assessment	Who will be in charge?	How assessment activities will be organized?	Who will collect the results from the monitoring activities?	Who will analyse the result from the monitoring activities?	What indicators will be used? What elements of the work of the Centre will be monitored?	How will results be reflected in planning?
<b>Monitoring:</b> ongoing, focused on implementation	Head of the Centre	Assessment will be based on the level of participation of students, the outputs and the relevance of the activities that were carried out.	The concerned Head of the particular activity	The concerned Head of the particular activity and the beneficiary external stakeholders	<p>Number of students involved in voluntary activities</p> <p>Number of external stakeholders involved in/benefitting from the activities</p> <p>Number of female students participating</p> <p>Number of disadvantaged students participating</p> <p>Number of differently-abled students participating</p> <p>Number of faculty from different disciplines participating</p>	The results will be used to inform further development of the Centre's activities
<b>Evaluation:</b> periodic: once a semester	Management Committee	Participatory evaluation	Deans' Offices	Committee set up by the Dean's Office of the respective faculty	Assessment of the skills and competencies developed by the students during services	Results will inform planning for the next year