FACULTY OF SOCIAL SCIENCES

HIMACHAL PRADESH UNIVERSITY

(NAAC Accredited "A" Grade University)

COURSE STRUCTURE AND SYLLABUS
FOR
M.A. IN SOCIAL WORK
UNDER CHOICE BASED CREDIT SYSTEM (CBCS)
(2022-2023 onwards)

DEPARTMENT OF SOCIOLOGY & SOCIAL WORK
HIMACHAL PRADESH UNIVERSITY
SUMMER HILL, SHIMLA-171005

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University Profile

Himachal Pradesh University was established by an Act of the Legislative Assembly of Himachal Pradesh on 22nd July, 1970. It is the only multi-faculty residential and affiliating university in the State that provides higher education to urban, rural and tribal areas through formal and distant modes. The headquarters of the University is located at Summer Hill, the picturesque suburb of Shimla. The prime objective of the University is to disseminate knowledge, advance learning and understanding through research, training and extension programmes. It instils in its students and teachers a conscious awareness regarding the social and economic needs, cultural ethos, and future requirements of the state and the country. Himachal Pradesh University is a multi-faculty and affiliating university. It stands for knowledge, learning, progress, humanity, tolerance, intellect, morality, determination, thought, and discernment. It is a grade 'A' accredited university by the National Assessment and Accreditation Council. Its Human Resource Development Centre is acknowledged as one of the best academic staff colleges in the country. Every year ample number of students qualify the NET, SET, JRF, and other competitive examinations. The University is thus playing a seminal role in all spheres for the bright future of the students.

Department Profile

The Department of Sociology and Social Work, Himachal Pradesh University, Shimla was established in the year 1989. Since then the Department has made consistent efforts to carve a niche for itself in the world of Sociology. In the year 2003, the department started another post graduate course, Masters in Social Work. The objective of the course is to impart scientific knowledge about the discipline of social work, equip the young social work professionals with innovative skills, scientific aptitude and creativity. The Department also encompasses the scholarly research in a variety of different areas that are the concerns of sociology and social work. Our thrust areas are Dynamics and Processes of Socio-Economic Development of Schedule Caste, Schedule Tribe and Other Disadvantaged Groups with Special Reference to Himachal Pradesh. Our students are serving all across the nation at different platforms like

teaching, research, administration; politics etc. and some are also serving as top government officials of our country.

Title of the Couse: M.A. in Social Work (MSW)

Vision: To secure freedom from all forms of exploitation and oppression, fight for equal society by developing human resources for professional social work practice.

Mission: Using a framework of social justice and human rights that is centred on sustainable and participatory development, to create human resources for competent and successful professional social work practice, teaching and research with a diverse range of individuals, family, groups, and communities.

About Course

- The Course of study leading to M.A. in Social Work (MSW), Degree of Himachal Pradesh University, Shimla shall be for two academic years spread over four semesters. The total number of seats shall be 20. The course also consists of fieldwork practicum, winter internship and block field placement programme. The curriculum will cover both the theoretical as well as practical training to enable students to work as professional social workers who can understand the contemporary issues profoundly and have the conceptual powers to realize new possibilities and solutions for society.

Course eligibility for admission

- The eligibility requirement for M. A. in Social Work (MSW) shall be Bachelor's Degree in any stream (Arts, Science and Commerce) from any recognized University. The number of seats, eligibility, basis of admission, age limit, reservation, fee structure, scheme of examination and qualifying marks will be as per the rules and regulations of the University as prescribed in the HPU Ordinance and Handbook of Information from time to time. The candidates will however be required to produce the proof of their having passed the graduate examination with required percentage of marks before the last date of admission as fixed for the candidate by the admission committee of the Department, failing which their candidature will stand cancelled.

Programme Outcomes (PO's)

1. **Social Work Education:** Social work profession addresses the barriers, inequities and injustices that exist in society. Its mission is to help people to develop their full potential, enrich their lives, and prevent dysfunction.

2. **Problem Analysis:** To identify, analyze, need based assessment, and pre & post Intervention measurement of social problems for reaching substantiated conclusions using primary and secondary methods of social work

3. **Development of Solutions:** Social work aims to develop and disseminate knowledge, skills and values through education, field training and research necessary for promoting, maintaining and improving the functioning of individuals, families, groups, organizations and communities existing in the society.

4. **Problem Solving:** Capacity to extrapolate from what one has learned and apply their competencies to solve different kinds of problems by stepping out of comfort zones and taking up challenges in unforeseen challenges.

5. **Cooperation and Team Work:** Ability to work effectively and respectfully with diverse teams; facilitate cooperative or coordinated effort on the part of a group and or a team in the interests of a common cause and work efficiently as a player.

6. **Modern Tool Usage:** Ability to create, select, apply, adapt and extend appropriate techniques, resources, and modern tools for the delivery of social service effectively through technology to the needy with an understanding of the associated limitations.

7 **The Social worker and Society:** Social work is concerned with finding solutions to different types of problems that individuals face. These problems may be personal, social or economic. The beneficiaries of social work services are individuals, groups or a community.

8. **Field Work Practice:** Ability to understand and practice the social work methods to deal with social problems and to acquire skills of social work intervention in human needs and societal issues.

9. **Diversity Management and Inclusive Approach:** Able to understand and appreciate diversity (caste, ethnicity, gender and marginalization), values and beliefs of multiple

cultures in a global perspective, managing diversity, use of an inclusive approach to the extent possible.

10. **Moral and Ethical Awareness:** Ability to embrace moral/ethical values of social work in conducting one's life, formulate a position/argument about an ethical issue from multiple perspectives, and use ethical practices in all work.

11. **Skill Enhancement:** The social work offers skill enhancement courses that help the students to enhance their knowledge and develop their skills for getting employment or for self-employment related to social welfare, development and allied areas.

12. **Communication Skills:** Ability to express thoughts and ideas effectively, demonstrate the ability to listen carefully, read and write analytically, and present complex information in a clear and concise manner to different groups.

Programme Specific Outcomes (PSO's)

- To impart education and training in professional social work to develop human resources for social welfare, development and allied fields, with competency of working at various levels of micro, messo and macro systems.

- To develop better understanding about human problems, systemic discrimination and marginalization, issues of social development and needed services through provide interdisciplinary collaboration.

- To impart knowledge and understanding of socio-psychological aspects of human growth and personality development including mental health.

- To develop skills to Practice values and ethics of Social Work Practice with diverse and vulnerable populations.

- To impart knowledge in the learners about methods, techniques and scientific process of Social work research.

- To apply various techniques, skills, approaches and model of social work practice which leads to the employment opportunities.

Field Work Practicum

- In Social Work, Practice based training is a distinct feature and an integral part of social work education. Fieldwork means the on-field training process that the students undergo along with classroom teaching. Fieldwork is an integral component of Social Work Education. Fieldwork in social work is recognized as an instrument of socialization which prepares the student for a future role as a professional social work worker. It is considered to be 'learning by doing'. A meaningful fieldwork placement enhances the students understanding of the social work profession and the nature of the problems addressed by the profession itself. Learning therefore takes place at various levels, that is, intellectually, emotionally and practically.

- Fieldwork plays a pivotal role and provides the basis to apply the theoretical content covered in the classroom, to real life situations as part of a student's preparation to become a professional social worker. It offers an environment where students are given opportunities to align theoretical knowledge and learning with the needs of society and the market place.

- Furthermore, fieldwork is an opportunity for aligning theoretical knowledge and learning, with the needs of society and the market place. It also gives students the opportunity to take responsibility for addressing people's problems. If handled effectively, fieldwork becomes an important tool that is appropriate and responsive to social development issues. It is designed to give the student exposure and experience on the functioning of social welfare agencies and social welfare provisioning.

M.A. Social Work Course Structure

The following Course structure for M.A. in Social Work under CBCS has been modified and reformulated w.e.f. the academic session 2022-23

Semester	Course Code	Nature of Course	Course Name	Theory *Contact Hours: (L- 5hrs/Tut.- 1 hr, FWP =4x2)*				Marks Scheme	
				Lectures Credits	Tutorial (Seminar/ GD/Quiz) Credits	Field Work Practicum Credits	Total Credits	Theory	Internal Assessment
Semester-I	MSW-C-101	DSC	Fundamentals of Professional Social Work	5	1	-	6	80	20
	MSW-C-102	DSC	Social Work Practice with Individuals	5	1	-	6	80	20
	MSW-C-103	DSC	Sociology for Social Workers	5	1	-	6	80	20
	MSW-C-104	DSC	Social Work Practice with Groups	5	1	-	6	80	20
	MSW-C-105	DSC	Field Work Practicum- I	-	-	4	4	75 Evaluation + 25 Viva	
	Total Credits			20	4	6	28	Total Marks = 500	
Semester-II	MSW-C-201	DSC	Social Work Practice with Communities	5	1	-	6	80	20
	MSW-C-202	DSC	Social Work Research	5	1	-	6	80	20
	MSW-C-203	DSC	Psycho-Social Foundations and Human Behaviour	5	1	-	6	80	20
	MSW-O-204	GE	Environment and Social Work	4	-	-	4	80	20
	MSW-C-205	DSC	Field Work Practicum –II	-	-	4	4	75 Evaluation + 25 Viva	
	Total Credits			19	3	4	26	Total Marks = 500	
Semester-III	MSW-C-301	DSC	Community Health and Social Work Practice	5	1	-	6	80	20
	MSW-C-302	DSC	Social Policy & Social Welfare Administration	5	1	-	6	80	20
	MSW-C-303	DSC	Dissertation	4(Evaluation)+2 (Viva)=6 credits			6	75 Evaluation +25 Viva	
	MSW-E-304 or MSW-E-305 or MSW-E-306	DSE-I or DSE-II or DSE-III	Rural, Urban & Tribal Development or Gender and Development or Criminology and Correctional Administration	5	1	-	6	80	20
				5	1	-	6	80	20
				5	1	-	6	80	20
	MSW-C-307	DSC	Field Work Practicum –III	-	-	4	4	75 Evaluation +25 Viva	
	*MSW-C-308	AEC	*Field Work-Skill lab *(Mandatory &Non-CGPA)*	4	-	-	4	Total Marks=100	
	Total Credits			20	4	4	28	Total Marks = 500	
Semester-IV	MSW-C-401	DSC	Human Resource Management & Labour Welfare	5	1	-	6	80	20
	MSW-C-402	DSC	Medical and Psychiatric Social Work	5	1	-	6	80	20
	MSW-C-403 or MSW-C-404 or MSW-C-405	DSE-I or DSE-II or DSE-III	Corporate Social Responsibility or Social Exclusion and Inclusive Policy or Human Rights and Social Justice	5	1	-	6	80	20
				5	1	-	6	80	20
				5	1	-	6	80	20
	MSW-O-406	GE	Population Dynamics	4	-	-	4	80	20
	MSW-C-407	DSC	Field Work Practicum –IV	-	-	4	4	75 Evaluation+ 25Viva	
	Total Credits			19	3	4	26	Total Marks = 500	
	Grand Total No. of Credits			**78**	**14**	**16**	**108**	**Grand Total Marks= 2200**	

Total Courses = 16+4FWP (C = 12, DSE = 02, GE = 02 & FWP=4)   **Total Credits** = 108 (C = 78, DSE = 12, GE = 08)

Abbreviations used: FWP= Field Work Practicum; GD= Group Discussion; MSW= Masters in Social Work; C= Core; E= Elective; O= Open Choice; DSC= Discipline Specific Core; DSE= Discipline Specific Elective; AEC=Ability Enhancement Course & GE= Generic Elective

∗ The Ability Enhancement Course (AEC) on **Field Work-Skill lab (MSW-C-308)** *in third semester is mandatory and Non-CGPA Course i.e. it shall have to be passed by all the students for the award of the degree of MA in Social Work but the marks of Ability Enhancement Course shall not be counted in the overall CGPA of the students. Further, the Ability Enhancement Course shall be evaluated internally by the faculty of the department although the paper setting shall be external.*

Note:

i) Concurrent Field Work evaluation of Ist and IInd semesters shall be done externally/internally through Viva-Voce at the end of the IInd semester by the Practitioner/Faculty. The concurrent Field Work shall include Exposure visits to different settings, Orientation Workshops in the Field. The separate Concurrent Field Work report shall be prepared by the students for each semester. The distribution of 100marks shall be 75 for evaluation of field work report and 25 for Viva-Voce.

ii) Concurrent Field Work evaluation of IIIrd and IVth semesters shall be done externally/internally through Viva-Voce at the end of the IVth semester by the Practitioner/Faculty. The concurrent Field Work shall include organisation of extension activities and community work in the Rural, Urban and Tribal areas. The separate Concurrent Field Work report shall be prepared by the students for each semester. The distribution of 100 marks shall be 75 for evaluation of field work report and 25 for Viva-Voce.

iii) Maintaining Field work reports, Dairy/any other prescribed document by the student is a mandatory requirement and 100% attendance at Field work is compulsory.

iv) The Department will offer only one Elective Course at a time in IIIrd and IVth Semesters. Another Elective Course will be offered only if there are a minimum of 10 students opting for it and it will be offered depending upon the Faculty expertise and strength.

v) Each student has to take two Generic Elective Courses, one in each of Semesters IInd and IVth, of any other department of the University. One Generic Elective Course taught in the IInd and IVth semesters respectively of the M.A. Programme in the subject of Social work in the Department will be opened up as interdisciplinary Courses to all full-time students registered in any regular master's programme of the University. The total

number of such students accepted in each semester will be equivalent to the intake in the M.A. Social work programme in the academic session.

Scheme of choice of the Courses:

There will be three categories of Courses:

a. **DSC**= Discipline Specific Core (Compulsory)
b. **DSE**=Discipline Specific Elective (Optional)
c. **GE**=Generic Elective Courses
d. **AEC**=Ability Enhancement Courses(Compulsory)

There are 12 Core Courses beside **compulsory Concurrent Field Work in each semester** and two Discipline Specific Elective Courses and two Generic Elective Courses which the students are required to complete during the M.A. Programme. A student will be required to complete four Core Courses (*beside compulsory Concurrent Field Work in each semester*) in Ist Semester, three Core Courses and one Generic Elective in IInd Semester, three Core Courses and one Discipline Specific Elective Course and one Ability Enhancement Course in IIIrd semester; two Core Courses, one Discipline Specific Elective Course and one Generic Elective Course in IVth Semester. The distribution of Courses is as follows:

Sr. No	Courses	Semester-I	Semester-II	Semester- III	Semester-IV	Total
1.	Discipline Specific Core	04	03	03	02	12
2.	Discipline Specific Elective Core	-	-	01	01	02
3.	Generic Elective Courses	-	01	-	01	02
4.	*Ability Enhancement Course (*Non-CGPA*)	-	-	01	-	01
5.	Field Work Practicum	01	01	01	01	04
	Total	05	05	05	05	21

Scheme of Examination

i) Each Course shall be of 100 marks and qualifying marks in each Course shall be 40%

each in Theory and Internal Assessment.

ii) The distribution of 100 marks shall be 80 for Theory and 20 for Internal Assessment. The Internal Assessment of 20 marks shall comprise of 15 marks for House Test/ Assignments/Presentations and 5 marks for attendance.

The attendance marks shall be given to the students as per the following criteria:

75%	to 80%	:	1 Mark
81%	to 85%	:	2 Marks
86%	to 90%	:	3 Marks
91%	to 95%	:	4 Marks
96%	to 100%	:	5 Marks

iii) There shall be four units in each Course. The question paper shall consist of eight questions in all i.e. two questions from each unit. The candidates shall be required to attempt four questions, selecting at least one question from each unit. All questions carry equal marks.

SEMESTER-I

Course Code: MSW-C-101   *Maximum Marks: 100*
Course Name: <u>FUNDAMENTALS OF PROFESSIONAL SOCIAL WORK</u>   *Time: 3hours*
Credits: 6

<u>Course Objectives:</u> The objective of the course is to get students acquainted with basic knowledge about the historical background of Social Work. This Course will also familiarize the students with the basic concept, ideology, and philosophy of Social Work Profession.

<u>Course Outcomes:</u>

- *To understand the conceptual clarity about social work and historical evolution of professional social work both in India and the West.*
- *To know the Social Work Principles, Values and ethical code of their profession.*
- *To recognize the need and importance of Social Work Education and to develop understanding about various approaches to social work.*

Course Contents:

Unit-1   <u>**Introduction to Social Work**</u>

Concept, Nature, Objectives, Values, Principles and Functions of Social Work; Relationship of Social Work with other Social Sciences; Concepts related to Social Work- Charity, Social Service, Social Welfare, Voluntary Action, Social Justice, Social Security, Social Policy and Human Rights

Unit -2   <u>**Historical Development of Social Work**</u>

History of Social Work in UK and USA; History of Social Work in India; Development of Social Work Education in India; Social Reformers and their Contributors in India- Mahatma Gandhi, Sarojini Naidu, Vinoba Bhave, Jyotiba Phule; Social Reform Movements in India- Arya Samaj & Brahmo Samaj

Unit-3   <u>**Social Work as a Profession**</u>

Concept, Nature, Objectives Scope and Importance of Social Work Profession; Philosophy of Social Work Profession;Principles and Values of Social Work Profession; Code of Ethics for Social Workers; Functions of Social Work- Preventive, Remedial and Developmental

Unit-4   <u>**Methods and Fields of Social Work**</u>

Introduction to Methods of Social Work and Levels of Practice- Micro, Mezzo and Macro Levels**;** Traditional and emerging fields of Social Work: Family, Health, Industry, Disaster, Geriatric, Persons with Disabilities and Youth

Suggested Readings

- Banerjee, Gauri Rani (1993) Papers on Social Work- An Indian Perspective, Tata Institute of Social Sciences, Bombay

- Bradford, W. Sheafor, Charles, R. Horejsi, Gloria A. - Fourth Edition (1997) Techniques and Guidelines for Social Work, London: Allyn and Bacon, A Viacom Company.

- Choudhary, Paul. (1983). Introduction to Social Work. New Delhi: Atma Ram & Sons.

- Dasgupta, Sugata. (1984). Towards a Philosophy of Social Work in India, New Delhi: Popular Book Services.

- Dash, B.M. (2017). Relevance of Hinduism in Social Work Education. http://www.New delhitimes.com/relevance-of-hinduism-in-social-work-education/.

- Dash, B.M. & Roy, S. (2016). Field work Practice in social work Education, New Delhi, Atlantic Publisher, ISSN. 2016.

- Desai M: Curriculum Development on History of Ideologies for Social Change and Social Work, TISS Mumbai-2002.

- Dinitto, Diana, M. (2008). Social Work Issues and Opportunities in a challenging profession (3rd edition). Chicago: Lyceum Books

- Encyclopedia of Social Work, Vol, 1 & 2 (2010). Ministry of Welfare, New Delhi.

- Friedlander, WA: Introduction to Social welfare (New York Prentice Hall, 1959)

- Friedlander, W.A. (2010) Concepts and Methods of Social Work, Englewood Cliffs: Prentice-Hall.

- Gore, M. S. (1995) Social Work and Social Work Education, P. S. Jayasinghe, Bombay : Asia Publication House

- Joseph, J & Gracie, Fernandez (Ed), 2006. An Enquiry into Ethical Dilemmas in Social Work. Research Unit, Nirmala Nikatan, Mumbai

- Singh, R.R. (1985) Field Work in Social Work Education, A Perspective for Human Service Profession, New Delhi: Concept Publishing Company

- Surendra Singh, 2012 (Chief Editor): Encyclopedia of Social work in India: New Royal Book Company, Lucknow

- Wadia, A. R. (Ed.) (1991) History and Philosophy of Social Work in India, Bombay: II Allied Publisher Private Ltd

Course Code: MSW-C-102   *Maximum Marks: 100*
Course Name: <u>SOCIAL WORK PRACTICE WITH INDIVIDUALS</u>   *Time: 3hours*
Credits: 6

<u>Course Objectives:</u> *This course is intended to provide knowledge about social case work as a one of the primary Social work methods and develop capacity among students to understand and accept the uniqueness of individuals and work towards strengthening personality of clients by fostering skills of self-help.*

<u>Course Outcomes:</u>

- *To develop understanding of case work as a method of social work, and appreciate its place in social work practice.*
- *To know about the process and relationship with client in social casework practice.*
- *To capacitate students with appropriate skills and attitudes to work with individuals and families in problem solving.*

Course Contents:

Unit-1   **<u>Concept of Social Case Work</u>**

Case Work- Concept, Nature, Scope and Significance; Historical Development of Case Work as a method of Social work; Principles and Components of Social Case Work Practice; Socio-Cultural Factors Affecting the Case Work Practice in India.

Unit-2   **<u>Social Case Work Process</u>**

Intake, Study, Assessment (Diagnosis), Intervention (Treatment), Evaluation and Termination; Supportive Techniques- Observation, Interview, Home-Visit, resource Mobilization, Referral and Collateral Contacts; Case Work Recording- Purpose, Types and Format

Unit-3   **<u>Social Case Work Relationship</u>**

Case Worker-Client Relationship: Meaning, Purpose and Components; Use of Relationship, Transference, Counter Transference, and Authority; Principles of Client-Worker Relationship; Obstacles in Client-worker Relationship.

Unit-4   **<u>Approaches in Case Work Practice</u>**

Approaches-Problem Solving, Psycho-Social, Crisis Intervention, Behavior Modification, Task-Centered and Radical; Application of Case Work in Different Settings- Family, Community, Schools and Hospitals

Suggested Readings

- Johnson, L. C. & Yanaca S. J. (2015). Social Work Practice: A generalist approach, Pearson

- Johnson E.J., Huggins C.L. (2019) Social Casework Methodology: A Skills Handbook for the Caribbean Human Services Worker. Springer Briefs in Social Work. Springer, Cham.

- Biestek, F.P.2006, The Case Work Relationship, London: Unwin University Books, VI Impression.

- Encyclopedia of Social Work in India Vol. 4 (2012) Dr. Surendra Singh(Ed.) , Royal book company, New delhi

- Francis Joseph Turner (2011) Social work treatment: Interlocking Theoretical Approaches

- Hamilton, Gordon (1981) The Theory and Practice of Social Case Work, Columbia University Press, New York

- Hollis, Florence (1964) Casework: A Psychosocial Theory, Random House, Toronto

- Jobise C. Johnson (2001). Social Work Practice, Allign and Bacon, London

- Kadushin, Alfred (1990) The Social Work Interview, New York : Colulmbia University Press

- Mathew, G 1993. An Introduction to Social Case Work, TISS, Mumbai.

- Pearlman, H, H, 1987 Social Case Work: A problem Solving Process, Chicago University Press, Chicago.

- Rameshwari Devi, Ravi Prakash (2004) Social Work Methods, Practice and Perspective (Models of Casework Practice), Vol.II, Ch.3, Mangal Deep Publication, Jaipur.

- Richmond, Mary (1970) Social Diagnosis, New York: Free Press.

- Van Breda, A. (2015). Developmental social case work: A process model. International Social Work, 61(1), 66–78.

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Course Code: MSW-C-103   *Maximum Marks: 100*
Course Name: <u>SOCIOLOGY FOR SOCIAL WORKERS</u>   *Time: 3hours*

Credits: 6

<u>*Course Objectives:*</u> *This course imparts knowledge and understanding on basic social science concepts required for Social Work professionals. The course enables the learners to develop reasonable knowledge and favorable attitude in respect of our Society & Social System.*

<u>*Course Outcomes:*</u>

- *To understand the sociological concepts and it's important to individual and society.*
- *To know about the importance of social institutions and its changing pattern in society.*
- *To study the various issues and challenges related to social concern and its impact on society.*

Course Contents:

Unit-1   <u>Basic Sociological Concepts</u>

Sociology– Meaning, Nature, Scope of Sociology and its relationship with social work; Fundamental Concepts- Society, Community, Association, Institution and Organisation; Socialization- Concept, Stages, Process and Agencies

Unit -2   <u>Social Change and Social Mobility</u>

Social Change- Concept, Factors and Theories of Social Change; Processes of Social Change- Sanskritization, Westernization, Modernization and Globalization; Social Mobility- Concept, Types and Factors; Social Control- Concept, Types, Functions and Agencies

Unit-3   <u>Social Institutions in India</u>

Social Institutions – Family, Marriage and Kinship: their functioning, Changing Structure and Patterns; Religion, Culture, Customs, Norms and Values

Unit-4   <u>Indian Social Structure and Social Problems</u>

Indian social structure- Casteism; Communalism; and Regionalism; Divorce; Dowry and family conflicts; Contemporary Indian Social Problems- Unemployment; Alcoholism and Drug addiction; Old age; Youth unrest, Slum dwelling and Suicide

Suggested Readings

- Ahuja ,Ram: Social Problem in India (Rawat Publishers, Jaipur 1997
- Beteile, A. Sociology. (New Delhi: Oxford.2002)
- Bhushan, V. & Sachdeva, D.R., 2006. An Introduction to Sociology, Allahabad: KitabMahal.
- Davis, Martin (ed.). (1991). The Sociology of Social Work. London : Routledge
- Desai, A.R.1986. Agrarian Struggles in India after Independence, Oxford University Press Delhi.
- Dube, S. C. (1990). Indian Society. New Delhi: National Book Trust
- Ghanshyam, Shah: Dalit identity and Politics(Sage Publications, New Delhi 20010)
- Giddens, Anthony (1980). The Class Structure of the Advanced Societies. London: Unwin Hyman.
- Khanna, A. R. (2021). Samajik Chintan (1st ed., Vol. I). Iris Publication Pvt. Ltd.
- MacIver, R.M. & Page C.H. 1985. Society: An introductory Analysis, Madras Macmillan Co.ofIndia Ltd.
- Madan, G.R. 2002 (revised edition) Indian Social Problems, Mumbai: Allied Publishers Pvt. Ltd.
- Oommen T.K. (2004). Development Discourse: Issues and Concerns. New Delhi: Regency.
- Parsad, B.K., 2004 Social Problems in India, Anmol Publications, New Delhi.
- Ram Ahuja, 1999. Society in India, Rawat Publications, Jaipur.
- Singh, Yogendra 1988. Modernization of Indian tradition, Delhi Thomson Press
- Srinivas, M.N. Indian Social Structure. New Delhi: Hindustan Publishing House.1991)
- Sharan, Raka   A Handbook of Sociology. (New Delhi: Anmol Publications.1991)

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Course Code: MSW-C-104   *Maximum Marks: 100*
Course Name: <u>SOCIAL WORK PRACTICE WITH GROUPS</u>   *Time: 3hours*

Credits: 6

<u>Course Objectives:</u> This course aims to develop an understanding of group work as a primary method of professional social work and to gain knowledge about group formation and the use of variety of group formation and group approaches. The other objective is to develop knowledge skills and techniques among learners to be used by social worker in groups.

<u>Course Outcomes:</u>

- *To understand the concept of social groups and social group work as a method of social work.*
- *To learn about the processes of various stages during group work formation.*
- *To study the diverse setting of group work practice and begin to see their scope in field work.*

Course Contents:

Unit-1   **<u>Understanding Social Groups</u>**

Social Groups- Meaning, Types, Characteristics, Functions and Significance and Functions; Classification of Groups; Social Group Work- Concept, Historical Development, Values, Skills, Principles and Purpose of Group Work

Unit-2   **<u>Theoretical Approaches and Models of Group Work Practice</u>**

Psychoanalytic, Learning, Field, Social Exchange, System Theories; Models of Social Group Work- Remedial, Reciprocal, Developmental; Tuckman's Model of Group Developmental Stages

Unit-3   **<u>Group Process and Dynamics</u>**

Process of Group Formation- Socio-Psychological factors in Group Formation; Stages of Social Group Work: Planning stage, Beginning stage, Middle stage, and Termination stage and Follow up; Group Dynamics: Communication and Interaction Patterns, Group Cohesion and Social Control

Unit-4   **<u>Group Work in Diverse Settings</u>**

Group Work in Diverse Settings- Educational, Correctional, Community, Institutional, Corporate Social Responsibility, Medical, Psychiatric and Geriatrics; Scope and Limitations of Group Work Practice in India; Role and Functions of Group Worker

Suggested Readings

- David, C., Douglas, R.G. & Mark, D.S: Introduction To Group Work (Rawat Publiction)
- Mc Gaugnan, (ed). Group Work: Learning and Practice. London: Unwin. 1998
- Gravin, C. D., Lorriae M.G. (Ed.) 2007: A Hand Book of Social Work with Groups Rawat Publications
- Konopka, G. 1983: Social Group Work: A Helping Process (Prentice Hall International)
- Siddiqui, H.Y. 2008: Group Work: Theories and Practices (Rawat Publication)
- Northen, H 1969: Social Work with Groups, New York (Columbia University Press)
- Samuel, T. Gladhing 1999. Group Work: A Counseling Specility, Simon & Schaster, NJ (Printice Hall Inc)
- Trecker, Harleigh B 1990. Social Group Work: Principles and Practice (New York:Association Press)
- Deol,Mark.2010: Using Groupwork (Rawat Publications, Jaipur)
- Kemp, C.G. 1970: Perspectives on the Group Process, Boston (Houghton Mifflin C)
- Brown And Clough (1989): Groups and Grouping' London (Tavistock)
- Konopka Gisela (1984): Group Work in the Institution a Modern challenge, New York (White Side Inc. & William Morow and Co)
- Firedlander, W. A. (1978). Concepts and Methods of Social Work.(Englewood Cliffs: Prentice Hall)
- Capuzzi,D.et.al.2010: Introduction to Group Work(Rawat Publications,Jaipur)
- Wilson & Ryland (1979): Social Group Work Practice, Cambridge (Houghton Mifflin Co)

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Course Code: MSW-C-105   *Total: 6 Credits*
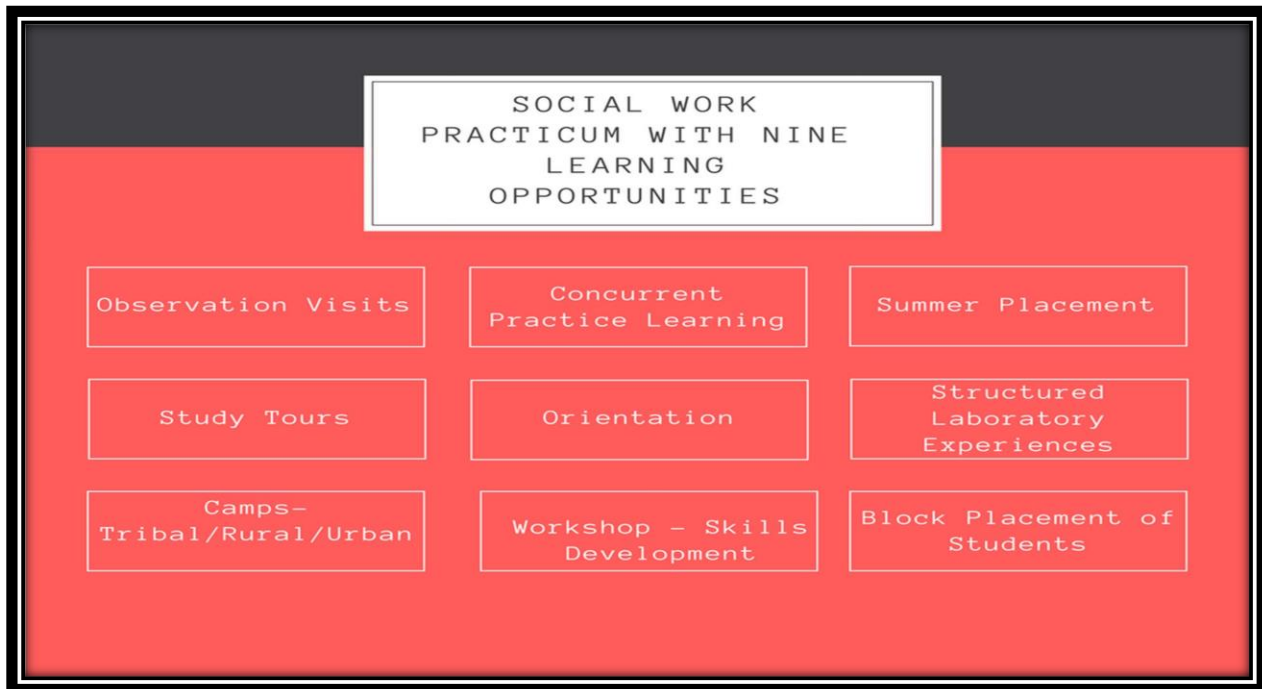**Course Name: <u>Field Work Practicum - I/II/III/IVth Semesters</u>**

<u>Course Objectives:</u> This course aims to develop the professional skills through learning to use knowledge for the study and analysis of problems and selection of appropriate means to solve them; Development of skills in problem-solving at the macro and micro levels; develop skills in identifying and utilizing community resources; Government, Corporate and Voluntary; Integration of classroom learning with field practice; Development of skills required for professional practice at the particular level of training; Development of professional attitudes, values, ethics and commitment.
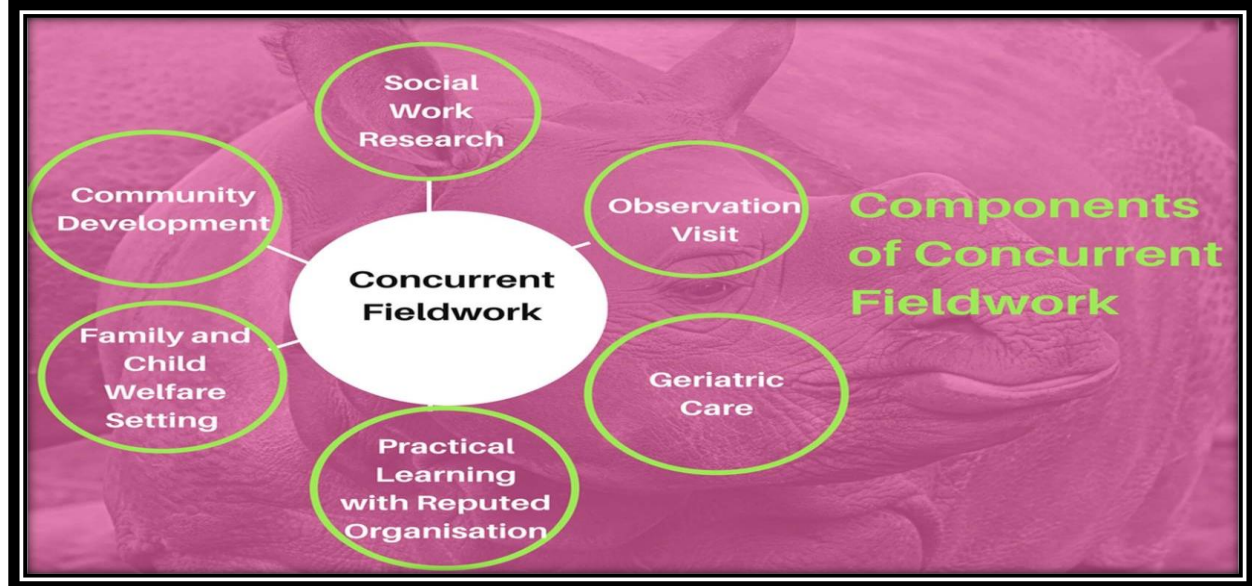
Course Contents:

Social Work Practicum with nine opportunities is designed to provide scope to develop and enhance professional practice skills. Learning is aided through observation, analysis of social realities and experiences of participation in designing and providing social work intervention.

<u>**The learning opportunities are provided in the nine areas**</u>

SOCIAL WORK
PRACTICUM WITH NINE
LEARNING
OPPORTUNITIES

Observation Visits	Concurrent Practice Learning	Summer Placement
Study Tours	Orientation	Structured Laboratory Experiences
Camps– Tribal/Rural/Urban	Workshop – Skills Development	Block Placement of Students

Main Components of Concurrent Fieldwork

This practical training is given to the students during the two years degree course. Field work practicum comprises of the following:

•   Orientation visits

•   Concurrent field work

•   Internship program

•   Block Placement Program

Students are also take in intervention programs during crisis situations like earthquake, natural causalities/disaster and also involved in campaigns time to time. All components of the fieldwork practicum must be completed by the social work students. For field work, 16 hours a week are required, as well as a minimum of 75% attendance

- **Orientation visit:** Orientation visits will be conducted in the beginning of the academic session, to aim at providing appropriate roadway to social work professional learning and familiarizing the students with problems of the society. Observational Visits can be arranged to village setting, medical setting, urban community, NGO setting, Correctional setting, industrial setting, psychiatric settings and Corporates field. Students are made aware about the resources already in place that are available for their development as well

as strategies for organising and inspiring them to start working in the field/grass root level.

- **Concurrent Field Work:** Concurrent Field work is the core curricular activity of the M.S.W. course. Concurrent Field Work program overarching goal is to give students chances to practice what they have learned in the classroom and to design, carry out, and assess these experiences while working with individuals, families, groups and open communities. Students are placed with the agencies/organizations/departments of their own choice where they have to do field work themselves and have to submit the report to the supervisor in the department timely.

- Everystudent is expected to complete 20-25 concurrent fieldwork in each semester. Every week the student has to give presentation on his/her field experiences. Further, fieldwork practicum also comprises of winter internship for the duration of one month after the end of first and third semesters. There is a mandatory one-week summer internship (rural/urban) after the end of second semester and students of fourth semester will be engaged in reputed organisations for their Block Placement.

- **Internship Program & Block Placement Program:** The block placement offers students chance to improve professional readiness for workplace scenarios. Giving students professional internship or pre-employment experience is what the block placement is meant to do. Independent agencies are given to them in addition to block placement and internship opportunities. During the Internship & block placement, students are required to submit fortnightly reports date-wise and also in detail of the work done. A student has to join the agency on the specified date and time decided by the Department.

- Further, fieldwork practicum also comprises of winter internship for the duration of one month after the end of first and third semesters. There is a mandatory one-week summer internship (rural/urban) after the end of second semester and students of fourth semester will be engaged in reputed organisations for their Block Placement. Each student is needed to present a certificate/evaluation form from the organisation they were placed with attesting to their successful completion of the internship and block fieldwork placement; otherwise, the degree will not be awarded.

SEMESTER-II

Course Code: MSW-C-201   *Maximum Marks: 100*
Course Name: SOCIAL WORK PRACTICE WITH COMMUNITIES   *Time: 3hours*
Credits: 6

Course Objectives: This course is intended to provide knowledge about community organisation as a one of the primary Social work methods and to develop understanding in learners of various aspects of Community, Significance of Community Organization and different strategies of Community Organization used for Community Developments

Course Outcomes:

- *To develop a conceptual understanding of community and social work intervention in community settings.*
- *To learn about the approaches of community organization.*
- *To enhance the understanding of social action and its strategies in community organisation.*

Course Contents:

Unit-1   **Understanding Community & Community Organisation**

Community-Concept, Nature, Characteristics, Types of Community- Rural, Urban and Tribal Community; Community Organisation- Meaning, Objectives, Principles, and Components; Historical Development of Community Organisation; Community Organisation in India;

Unit-2   **Models of Community Organisation**

Models of Community Organization - Locality Development Model, Social Planning Model, and Social Action Model; Stages of Community organisation: Identification of needs, prioritization, problem analysis, selection of alternatives, plan of action, monitoring and evaluation; Skills of community organisation practitioner

Unit-3   **Approaches and Strategies of Community Organization**

Approaches of Community Organisation-Robert Fisher: Social Work Approach, The Political Activist Approach, Neighbourhood Maintenance Approach; Strategies of Community organisation-Peter Driver: Community Organising, Community Based Development, Community-Based Service Provision and Gandhian

Unit-4   **Social Action in Community Organisation**

Social Action: Concept, Objectives, Principles and Scope; Evolution of Social Action in India; Social Action as a Method of Social Work; Social Legislation through Social Action.

Suggested Readings

- Jodhka, S. 2013: Community and identities (Sage Publishers)
- Joseph, S.Community organization in social work. Discovery Publishing House, New Delhi, 2013.
- Rothman, J. 1970: Three Models of Community Organization Practice: Strategies of Community Organization (Columbia University Press)
- Gangrade, K.D. 1971 Community Organiztion in India, Mumbai (popular Prakashan)
- Lee Judith 2001 The Empowerment Approach to Social Work Practice: Building The Beloved Community (Columbia Press)
- Meenai, Z. 2007: Participatory Community work (Concept publications)
- Ross, Murray & Lappin, Ben 1987 Community Organization: Theory, Principles and Practice (New York: Harper & Row)
- Rao, M.S. 2000: Social Movements in India (Manohar Publishers)
- Shrivasta, S. K (1988) Social Movements for development, Allahabad (Chugh Publications)
- Siddiqui, H.Y. 1997 Community Organization in India. (New Delhi: Harnam)
- Someshkumar (2002): Methods for community participation, New Delhi : sage India vista
- Siddiqui, H.Y. and Britto, G, (1984): Social Work and Social Action. New Delhi: Harnam Publications
- Cox Fred 1987 Community Organization, Michigan (F.E. Peacock Publishers)
- Brager, G. & Spechet, H.: Practice of Community Organization.
- Samuel,J. (2000): Social Action: An Indian Panorama,(ed.), Pune: Voluntry Action Network India

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Course Code: MSW-C-202   *Maximum Marks: 100*
Course Name: SOCIAL WORK RESEARCH   *Time: 3hours*
Credits: 6

Course Objectives: This course considered both as a method of practice and a process of inquiry helping in practice and supplementing knowledge to the discipline. The other objective is to impart knowledge in the learners about methods, techniques and scientific process of social work research

Course Outcomes:

- *To understand the nature of scientific investigation need of social work research to acquire societal knowledge with ethical considerations.*
- *To learn the different research designs, sampling methods and writing of research report.*
- *To understand the Statistics for research, techniques and its application.*

Course contents

Unit-1   **Introduction to Social Work Research**

Social Research- Meaning, Significance and Scope; Steps in Social Research; Social Science Research & Social Work Research; Basic Elements of Social Science Research – Concept, Construct, Variables and Hypothesis; Theory and Research; Ethics in Social Work Research

Unit-2   **Research Design and Sampling**

Research Designs: Meaning, Nature and Significance; Types- Exploratory, Descriptive and Experimental; Sampling: Meaning and Significance; Types- Probability and Non-Probability

Unit-3   **Methods of Social Work Research**

Quantitative-Observation, Interview, Questionnaire and Schedule; Qualitative- Case study and Content Analysis; Levels of Measurement- Nominal, Ordinal, Interval and Ratio; Scaling Techniques

Unit-4   **Statistics in Social Work Research**

Measures of Central Tendency- Mean, Median and Mode; Measures of Variability- Standard Deviation; Test of Significance- Chi-Square and t-test; Use of Computer in Social Work Research

Suggested Readings

- Ahuja, Ram. 2001. *Research Methods*. Delhi:Rawat Publications.
- Alston, M. Bocoles, W. (Indian Edition 2003) Research for Social Workers-An Introduction to Methods, Jaipur : Rawat
- Bajpai, SR: Methods of Social Survey and Research (Kitab Ghar,Kanpur1999)
- Coolidge, Frederick: Statistics: A Gentle Introduction (Sage Publication, New Delhi 2000)
- Gupta CB: An Introduction to statistical Methods (Ram Prasad and Sons , Agra 1980)
- Grinell, Richard M. (Jr.) (1988) Social Work Research and Evaluation, Illinois F. E. Peacock Pub. Inc.
- Kothari, C. R. (2004 2nd edition reprint) Research Methodology: Methods & Techniques, New Delhi, New Age International
- Mark, Sirkin R. (1995). Statistics for the Social Sciences. London: Sage Publications.
- Norman, R.Kurtz (1985). Introduction to Social Statistics. London: McGraw Hill Book Company
- Ramchandran P: Issues in Social work research in India (Tata Institute of Social Sciences, New Delhi 1990)
- Sharma, K. R. (2002) Research Methodology, Jaipur : National Publishing House
- Wilkinson, T.S. &Bhandarkar, P. L. (1984) Methodology and Techniques of Social Research, Bombay: Himalaya
- Young, Pauline (Asian students edition 1990) Scientific Social Surveys and Research, Japan: Asia Publishing House

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Course Code: MSW-C-203   *Maximum Marks: 100*
Course Name: <u>PSYCHO-SOCIAL FOUNDATIONS AND HUMAN BEHAVIOUR</u>   *Time: 3hours*
Credits: 6

<u>Course Objectives:</u> This course aims to assess on relationship between attitude & behavior and to strengthen the psychological social work practice. The other objective is to develop skills and techniques among learners in assessing the psycho-social issues and problems of different age groups.

<u>Course Outcomes:</u>
- *To understand the fundamental components of human behavior and psychology.*
- *To orient students regarding basic psychological process and their significance in personality development.*
- *To develop insight into abnormal psychology and role of social work intervention.*

Course contents

Unit-1   **<u>Human Behaviour and Psychology</u>**

Human Behaviour- Concept, Determinants and Reflectors; Factors Influencing Human Behaviour – Hereditary, Environment, Intelligence, Needs and Motives; Schools of Psychology – Structural, Functional and Behaviourist; Human Behaviour and Social Work

Unit-2   **<u>Personality Development</u>**

Personality – Concept, Determinants and Types; Theories of Personality- Sigmund Freud, Carl Jung, Alfred Adler, Otto Rank, Eric H. Erikson; Maslow's Hierarchy of Needs

Unit-3   <u>Socio-Psychological Processes</u>

Perception; Learning; Motivation; Sensation; Attitudes; Beliefs; Prejudices; Stereotypes; Socialization; Leadership

Unit-4   **<u>Abnormal Psychology</u>**

Psychological Disorders- An Introduction; Etiology of Abnormal Behaviour; Symptoms of Abnormal Behaviour; Types of Abnormal Behaviour- Psychosis and Psycho-neurosis; Defense Mechanisms

Suggested Readings

- Berry, John W., Mishra R. C., Tripathi R. C. (2003) Psychology in Human and Social Development, London : Sage Publications

- Hall, C.S. and Lindzey, G. : Theories of Personality (Wiley New York,1978)

- Hurlock, E.B. : Developmental Psychology, A Life Span Approach (Tata McGraw-Hill, New Delhi, 1997

- Hurlock, Elizabeth (1996) Personality Development, New Delhi:Tata McGraw Hill Publishing Co. Ltd.

- Jayaswal, S.R. : Guidance and Counseling : an Elective Approach(Lucknow,1968)

- Kimball Young (1980) Handbook of Social Psychology, London : Routledge and Kegan Paul Ltd.

- Maslow,A.H.(1973) A Theory of human motivation. Psychological Review

- McGregor,D. (1980) The Human side of enterprise. N.Y. McGraw-Hill

- Mclonnell James V. (1977) Understanding Human Behaviour, New York : Holt, Rinehart and Winston

- Munn, Norman (1992) Introduction to Psychology, Boston : Houghton Mifflin Company

- Munn Norman (1985) The Evaluation and Growth of Human Behaviour, Boston : Houghton Mifflin Company

- Robinson,A.J.(1972)The 1972 annual handbook for group facilitators. San Diego, CA:Pfeiffer& Company

- Sherif, Muzafer and Sherif, Carolyn W. (1989) Social Psychology, New York: Harper and Row.

- ShariffIqbal (2006) Personality Development and Social Work, Jaipur : Raj Publishing House

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Course Code: MSW-O-204   *Maximum Marks: 100*
Course Name: ENVIRONMENT AND SOCIAL WORK   *Time: 3hours*
Credits: 6

Course Objectives: The course provides the basic understanding of environment, environmental issues and ways of managing the issues. Further, this course develops an understanding of the social worker's role in the team for disaster management.

Course Outcomes:

- *To develop understanding of environment related concepts and its movements*
- *To acquire knowledge on the environmental issues, policies and programmes relating to environment*
- *To develop understanding of disaster management and actions taken for environment management at national and global level*

Course contents

Unit-1   **Basic Concept and Environmental Movements**

Ecology and Ecosystem –Concepts, Types and Functions; Man, Environment and Society; Environment Movements: Global Level; People's Initiatives-Chipko Movement; Movements against Big Dams-Narmada and Tehri; Movements against Mining

Unit- 2   **Environmental Issues and Problems**

Environment Degradation and Pollution of Natural Resources- Air, Water and Land Pollution; Environment Degradation and Population; Global Warming and Climate Change; Construction of Dams and its Consequences-Displacement, Relocation and Rehabilitation; Deforestation and Ecological Imbalance

Unit-3   **Environment Action and Management**

Forestation Programmes and Policies; Rio Summit and its Implications; Government Policies and Programmes; Environmental Legislation in India-Needs and Importance; Women and Conservation of Environment

Unit-4   **Disaster Management**

Disaster: Concept, Types and Impact; Disaster Management-Concept; Resettlement & Rehabilitation-Issues & Concerns; Disaster Management Act, 2005; Role of Social Workers in Disaster Management

Suggested Readings

- Centre or Science and Environment, The State of India's Environment: the Citizens Reports Vol. I-IV, New Delhi.
- Chopra Ravi, natural Bounty-Artificial scarcity, Peoples Science Institute (PSI), Dehradun.
- Dogra B, Forests and People, 1980.
- Gadgil Madhav, Ecology, Penguin Books, New Delhi.
- Gadgil, Madhav and Ramchandra Guha, This fissured Land: An ecological History of India, Delhi, OUP, 1994.
- Gadgil, Madhav and Ramchandra Guha, Ecology and Equity; the use and Abuse of Nature in Contemporary India, Penguin, Delhi, 1995.
- Goldsmith, E. And Hildyard, N. (ed.) the Social and Environmental Effects of Large Dams; Vol. I-III (Overview, Case studies and Bibliography), Wadebridge Ecological Centre U.K.
- Guha Ramchandra, The Unquiet woods, Ecological Change and Peasant Resistance in the Himalayas, Delhi: OUP, 1991.
- Khanna, A. R. (2021). Samajik Chintan (1st ed., Vol. I). Iris Publication Pvt. Ltd.

- Krishna, Sumi, Environmental Politics; People's lives and Developmental Choices, Delhi, Sage, 1996.
- Mishra Anupam, Aajbhi Khare hain Talab (in Hindi), Gandhi Peace foundation, New Delhi.
- Sharma B.D. Whither Tribal Areas? Sahayog Pustak Kutir, New Delhi.

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SEMESTER-III

Course Code: MSW-C-301 *Maximum Marks: 100*
Course Name: COMMUNITY HEALTH AND SOCIAL WORK PRACTICE *Time: 3hours*
Credits: 6

Course Objectives: The prime goal of this course is to understand the critical issues related to health and role of social worker on social determinants of health and ways to improve them. Further, this Course will examine the Indian core understanding on community health and social development.

Course Outcomes:

- *To understand the concept of health and its related concepts.*
- *To acquire knowledge of health care system in India, health policies and programmes.*
- *To understand the relevance of social work interventions in community health settings.*

Course contents

Unit-1 **Concept of Health and Disease**

Concept of Health; Dimensions of Health- Physical, Mental, Social, Cultural; Determinants and Indicators of Health; Changing Concept of Health; Basic Rules for Healthy Living; Concept of Communicable and Non-Communicable Diseases-Causes, Prevention and Treatment

Unit-2 **Community Health Care and Development**

Structure of Health Care Services in India- Primary, Secondary and Tertiary Level Healthcare Structure and their Functions; National and International Health agencies- Voluntary health association of India (VHAI), Indian Red Cross, World Health Organisation (WHO), International Red Cross

Unit-3 **Community Health and Social Work Practice**

Community Health- Concept, Indicators and Scope; Community and Disease; Social Worker as a Multidisciplinary Health Care Team member- Roles, Skills and Interventions; Important Concepts- Public Health, Social Medicine, Preventive Medicine and Community Medicine

Unit-4 **Health Policy and Programmes**

Health Committees in India; Public Health Programmes- Tuberculosis, Cancer Control, HIV/AIDS, Malaria, Diarrhea, Control of Blindness, Family Planning Programme; Health Policies-National Health Policy; National Health Programme in India; National Mental Health Policy; National Health Mission

Suggested Readings

- Park J.E. and Park 1991 -Text Book of Preventive and Social Medicine.Jabalpur: Banarsi Das.
- Suchman, E.H. Sociology in the Field of Public Health.
- Leavell, H.R. and Clark, E.G. –Preventive Medicine for the Doctor in community.
- Smolenske, J. And Hear, F.B.-Principles of Community Health.
- Government of India-Annual Report-Ministry of Health and Family Welfare.
- Smith, .O.C.-Community Health.
- Singh, Surendra and Misra, P.D. Health and Diseases: Dynamics and Dimensions.
- Misra, P.D. and Misra, Beena-nature Cure: Philosophy and Methods.
- Mahajan, B.K. : The Text Book of Social & Preventive Medicine.
- Singh, Surendra and P. D. Misra,: Health and Diseases: Dynamics andDimensions.
- Coleman, J.C. : Abnormal Psychology & Modern Life.
- Jum C. &Nunnally J.R. : Popular Conception of Mental Health:Development and Changes.
- Goldstein, D.: Expanding Horizons in Medical Social work.
- Goldstein, D.: Readings in the Theory & Practice in Medical Social work.

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Course Code: MSW-C-302   *Maximum Marks: 100*
Course Name: SOCIAL POLICY AND SOCIAL WELFARE ADMINISTRATION   *Time: 3hours*
Credits: 6

Course Objectives: This course is intended to provide knowledge about social welfare administration as a one of the prominent six methods of Social work and it also aims to develop a comprehensive understanding of the nature, relevance, components and principles of social welfare administration among learners.

Course Outcomes:

- *To understand the issues in social development and Social Policies in India.*
- *To gain knowledge about the policy formulation process and understanding of the policies.*
- *To understand the needs of social welfare administrative machinery and its enforcement process.*

Course Contents:

Unit-1   **Social Policy**

Concept & nature of social policy, objectives, Evolution of social policy in India; Sources of Policy- Indian Constitution: Fundamental Rights, Directive Principles of State Policy; Process of Social Policy Formulation

Unit-2   **Social Policy in India**

Social Policies in India- Education, Health, Social Security, Food Security; Social Welfare Programmes in India- Family, Children, Youth, Women, Elderly, Persons with Disabilities, Labour in the Unorganised Sector, SC's/ST's and other Minority Groups

Unit-3   **Social Welfare Administration**

Concept, Nature, Objectives, Principles and Scope of Social Welfare Administration; Distinction between Social Welfare Administration, Social Service Administration, Public Administration and Social Security Administration; Administrative Structures of Government Organizations at the Central, State and Local Levels

Unit-4   **Administrative Processes**

Basic Administration Process- Planning, Organising, Staffing, Directing, Coordinating, Reporting and Budgeting (POSDCORB); Mobilization of Financial Resources; Foreign Contribution Regulations Act, 1976; Exemption from Income Tax; Administrative Skills

Suggested Readings

- Kulkarni, P.D. 1979, Social Policy and Social Development in India, Madras, ASSWI.

- Gore, M.S. 1973, Some Aspects of Social Development, Bombay, TISS

- Drez Jean & Sen Amartya, 2007, Indian Development, New Delhi, Oxford University Press.

- Bhat K.S. ed, 2008, Towards Social Development, Delhi, Rawat Publications.

- Titmus Richard M., 1974, Social Policy, London, George Allen &Unwin Ltd.

- Singh, Sheobahal (2010). Sociology of Development, Rawat, Jaipur

- Boase AB: Social Welfare Planning in India (Bangkok, ESCAPE,1970)

- Abdul Kalam and Ranjan YS: India2020 (Viking Penguin India, New Delhi-1998)

- Gore MS: Social Aspects of Development (Rawat Publications, New delhi-2001)

- Alfred J. Kahn (1969), Theory & Practice of Social Planning. Russell Sage Foundation, New York.

- Singh, R.R. (Ed.) Whither Social Development, ASSWI, Delhi. 2000

- Choudhari, D. Paul. 1983: Social Welfare Administration, Delhi, Atma Ram and Sons.

- Spicker, Paul (1998): Principles of Social Welfare : An Introduction to Thinking About the Welfare State, London: Routledge

- Atwter Pierce, 2009: Problems of Administration in Social work, University of Minnesota Press.

- Bhattacharya, Sanjai, 2006: Social Work Administration & Development, Rawat Publication.

- Vishwanat. 1993. NGOs and Women's Development in Rural South India.

- Fadia, B.L., Fadia Public Administration: Theories and Concept. Sahitya Bhawan, Kuldeep 2013 Agra.

- Dimitto, D.M. 1991 : Social Welfare: Politics and Public Policy, New Jersey: Prentice

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Course Code: MSW-C-303   *Maximum Marks: 100*
Course Name: Dissertation   *Time: One Semester*
Credits: 6

Course Objectives: To get knowledge of how the research method is applied, to aware with review of the literature and conceptualization of the research problem, familiarization with field area through a pilot project, to become familiar with the applied advanced research methodologies and approaches.

P.G. Dissertation:

Course Outcomes:

1. *Ability to identify a research problem.*
2. *Ability to review existing literature in the subject domain, selecting appropriate methodological tools and techniques for research and write a research proposal.*
3. *Ability to engage with community and carry out field based research.*
4. *Ability to analyse the collected data and describe the findings of research.*
5. *Ability to communicate the findings of research in adherence with the ethics of research*

Course Contents: The dissertation shall be on any of the relevant fields of social work decided by the candidate in consultation with his/her supervisor. The dissertation based on empirical data shall be about 50-60 pages. The number of students opting for dissertation shall be determined on the basis of merit. The dissertation shall be offered only to those students who qualify all the papers of Ist and IInd semester securing at least 55 per cent marks in aggregate in both semesters. The candidates will submit two copies in the department at the end of the semester. The dissertation will be of 6 credits (100 marks), of which 4 credits (75 marks) will be for the dissertation evaluation and 2 credits (25 marks) for viva-voce examination. The evaluation of the dissertation will be done by the external examiner decided by the Vice-Chancellor upon the recommendations of the Chairperson. TA/DA for external examiner will be paid as per the rules of the University.

The examiner while evaluating the dissertation will take into consideration the following four components of the dissertation and each component shall be of equal weightage.

1. Formulation of the Research problem and Objectives
2. Research Methodology and Sampling used
3. Data analysis and Interpretation
4. Conclusion, Possible Social Work Interventions/Recommendations/Suggestions

Note:

The format of the project report shall contain the following:

- *Acknowledgment*
- *Declaration by the student*
- *Certificate of the Supervisor*
- *Contents*
- *Introduction: Background of the study*
- *Review of Literature, Objectives of the study, Research Question, Research Methodology*
- *Data analysis and Interpretation*
- *Conclusion, Possible Social Work Interventions, Recommendations/Suggestions*
- *References/Bibliography as per (APA (American Psychological Association) format.*

Suggested Readings:

- Krathwohl, D. R., & Smith, N. L. (2005). How to prepare a dissertation prosposal: Suggestions for students in education & the social and behavioral sciences. Syracuse University Press
- Wadsworth, Y. (2016). Do it yourself social research. Routledge.
- Herrington, J., McKenney, S., Reeves, T., & Oliver, R. (2007, June). Design-based research and doctoral students: Guidelines for preparing a dissertation proposal.
- Kilbourn, B. (2006). The qualitative doctoral dissertation proposal. Teachers College Record, 108(4), 529.
- Alston, M. Bocoles, W. (Indian Edition 2003). Research for social workers: Anintroduction to methods. Jaipur: Rawat Publications.
- Babbie, E. (ed) (2004). The practice of social research, Thomson Wadsworth, Belmont (USA).
- Gregory, Ivan. 2005 Ethics in Research Continuum, London.
- Laldas, D. K. (2000) Practice of Social Research, Jaipur: Rawat

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Course Code: MSW-E-304   *Maximum Marks: 100*
Course Name: <u>RURAL, URBAN AND TRIBAL DEVELOPMENT</u>   *Time: 3hours*
Credits: 6

<u>Course Objectives:</u> The prime goal of this course is to understand the significance and relationship between rural, urban and tribal development. Further, students will learn about different welfare and development programmes to address vulnerabilities of different communities. ,

<u>Course Outcomes:</u>

- *To gain in-depth understanding of the concepts of development*
- *To understand the significance and relationship between rural, urban and tribal development*
- *To assess issues, concerns and approaches of development in different communities*

Course contents

Unit-1   <u>Development</u>

Development-Concept, Objectives and Indicators; Theories of Development: Modernization, Centre-Periphery, World- Systems, Unequal Exchange, Capitalist, Socialist and Gandhian; Sustainable Development; Community Development- Concept, Objectives, Principles and Theories

Unit-2   <u>Rural Development</u>

Concept, History and Determinants of Rural Development; Rural Mobilization- Concept, Cooperatives, Green Revolution, and White Revolution; Policies and Programmes for Rural Development; Emerging Issues in Rural Development- Education, Health, Poverty, Rural Connectivity and Credit Indebtedness; Role of Panchayati Raj Institutions in Rural Development

Unit-3   <u>Urban Development</u>

Meaning, Objectives of Urban Development; History and Process of Urban Development; Urban Planning- Concept and Methods; Emerging Issues in Urban Development- Slums, Congestion, Poverty and Waste Disposal and Management; Policies and Programmes of Urban Development

Unit-4   <u>Tribal Development</u>

Tribal Development – Concept and Approaches; Constitutional Safeguards for Scheduled Tribes; Policies and Programmes for Tribal Development; Tribal Ethnicity- Revivalism and Reintegration, Land, Environment, Forest, and Developmental Issues

Suggested Readings

- Ahuja, R. (1999) Society in India: Concepts, Theories and Recent Trends. Jaipur: Rawat.

- Arun Ghosh (1992) Planning in India, New Delhi: Sage

- Bhargava, Gopal (ed.) (1981). Urban Problems and Policy Perspectives. New Delhi: Abhinav Publications

- Catanes, A & Snyder J., Introduction to Town Planning

- Chambers, R 1992, Rural Appraisal: Rapid, Relaxed and Participatory, Institute of Development Studies, Sussex

- Desai, A.R. (1977). Rural Sociology in India. Bombay: Popular Prakashan.

- Doxiadis, C. A., Ekistics: An introduction to the science of human settlement

- Gallon, A B. The Urban pattern: City planning and design

- Gill, Rajesh (1993). Urban Poverty in India:Theoritical Understanding and Policy Implications, in Urban India, Vol.XIII, No.2, pp

- Hegade, O. P. Urbanisation in India 1981-91 Emerging Trends Patterns and Issues, Habitat International 19(3)

- Hayden Roberts (1979) Community Development: Learning and Action

- Kumar.A (2002). Tribal Development in India. New Delhi: Sapru& Sons.

- Korten, David C. (1980) Community Organization and Rural Development: A Learning Process Approach, Public Administration Review, Vol. 40, No. 5 (Sep. - Oct., 1980), pp. 480-511

- Laxmidevi (1997) Planning for Employment and Rural Development, New Delhi: Anmol.

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Course Code: MSW-E-305   *Maximum Marks: 100*
Course Name: GENDER AND DEVELOPMENT   *Time: 3hours*
Credits: 6

Course Objectives: *The course familiarizes students to the basic concepts of gender. In this course learner will equip with basic knowledge about various issues related to female children and women and the manifestation of gender inequality in the society.*

Course Outcomes:

- *To develop the basic understanding about gender as a social construction.*
- *Understand the efforts at the International, National state and local levels for development and empowerment of Indian women.*
- *Current socio-legal protection and programmes for women.*

Course contents

Unit-1   **Understanding Gender**

Gender- Meaning, Concept and Construct, Gender, Gender Gap, General roles, Gender inequality and patriarchy in India; Understanding desegregated picture of men (Masculinities) and women (Femininities) and their social relations in society; Gender Role Socialization; Feminist theories: Radical, Liberal, Marxist and Socialist Perspectives

Unit -2   **Gender Perspectives in Development**

Status of women in India- Retrospect and Prospect; Factors affecting status of women in India; Indicators of women's position- Demographic profile related to education, health, employment and political participation; Gender approaches to development- Practical and Strategic Gender Needs, WID,WAD,GAD

Unit-3   **Gender Analysis Tools**

Social Institutions and Gender Index (SIGI); Gender inequality Index; Gender Parity Index; Gender budgeting; Gender Development Index; Gender Empowerment Measure; Global Initiatives and UN Safeguards for Women's Development; Introduction to Institutional mechanisms- National Commission for Women, Women Cell, Family Court, Family Counselling Centres and Crisis intervention Centres

Unit-4   **Legal and rights perspective**

Rights against discrimination- Constitutional rights, Marital rights; Constitutional and legislative safeguards for women; Roles in local, regional and National Politics with special reference to 73rd and 74thAmendments; Convention on Elimination of Discrimination Against Women (CEDAW) and Human rights approach; Women in organized and unorganized Sectors and their problems; Sexual harassment at workplace.

Suggested Readings:

- Hyde, C. (2008, April 24). Feminist Social Work Practice. The Encyclopaedia of Social Work (20th Edition). New York: Oxford University Press.

- Kabeer, Naila (2008)., Gender and Social Protection strategies In the Informal economy, Routledge Publisher

- Ganesamurthy, V.S. (Ed.) (2008). Empowerment of Women in India-Social, Economic and Political, New Century Publications, New Delhi.

- Ministry of Women and Child Development, Government of India. (2007). Gender Budgeting Handbook for Government of India Ministries and Departments. http://wcd. nic.in/gbhb/Link%20hand%20pdf/Gender%20Budgetting%20Hand%20Bookpdf.

- Seth, Mira (2002).Women & Development – The Indian Experience, Sage Publications.

- Marjoria Agosin (2003).Women, Gender and Human Rights: A Global Perspective, Rutgers University Press, New Jersey.

- Arunachalam, J. & Kalpagam, U., (2006). Development and Empowerment - Rural women in India. Jaipur: Rawat publication.

- Bhardwaj - Badar, S.,(2009). Gender Social Structure & Empowerment - Status Report of Women in India. Jaipur: Rawat publications.

- Krishna, S., (2007). Single women: Changing perceptions in India. New Delhi: The Women Press.

- Domenelli, L. (2007) Women and community action, Rawat Publications.

- Narasaiah, M.L, (2008). Women and Micro Credit. New Delhi: Discovery Publishing House.

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Course Code: MSW-E-306   *Maximum Marks: 100*
Course Name: CRIMINOLOGY AND CORRECTIONAL ADMINISTRATION   *Time: 3hours*
Credits: 6

Course Objectives: This course familiarizes learners with the concept of crime, criminal justice social work its changing dimensions and the nature of social defense. The other objective is to develop knowledge and practice skills required for working with people, institutions and systems associated with Criminal Justice Social Work

Course Outcomes:

- *To understand criminology and correctional administration*
- *To obtain complete understanding of theories, legislations and strategies to prevent crime in the society*
- *To understand the role of social worker in the area of crime prevention*

Course contents

Unit-1   Criminology

Criminology- Meaning, Nature and Scope; Theories of Criminology- Classical and Neo-Classical Theories, Biological School Theories, Psychogenic Theories, Social Learning Theories, Contemporary Theories; Social Deviance - Concept, Causes and Prevention

Unit- 2   Understanding Crime

Crime- Meaning, Elements, Causes, Prevention and Control; Forms of Crime- Traditional Crimes, White-Collar Crimes, Organized Crime, Public Order Crime, Crime Against Persons, Youth Crime, Crime Against Property, Occupational Crime and Cyber Crime; Social Legislations for Prevention of Crime

Unit-3   Correctional Administration

Meaning, Objectives & Scope, Problems of Correctional Administration in India; Human Rights and Corrections; Correctional Programmes in Prisons and Juvenile Corrections; Correctional Techniques- Counseling, Guidance, Vocational Training and Behavior Modification

Unit-4   Crime Prevention

Crime Prevention: Meaning, Nature and Strategies; Stages of Crime Prevention- Primary, Secondary and Tertiary; Criminal Justice System in India- Components, Processes and Perspectives- Police, Prosecution, Judiciary and Prisons; Role of Social Workers in Crime Prevention

Suggested Readings

- Shah, Giriraj. 1999.: Crime and Criminology (Anmol Publications, New Delhi)
- Glestnorpe, L. and Allison Morris (eds) (1990): Feminist Perspectives in Criminology, England, Open University.
- Srivastava, S.P. : Juvenile Justice in India: Policy, Programme and Perspective
- Srivastav, S., (2008): Women and Crime, New Delhi, Commonwealth Publication.
- Akers, R. L & Sellers, C. S.2004: Criminological Theories (Rawat Publications)
- K. Rajendra Sharma Dr. (1998).Criminology and Penology (Atlantic Publishers. New Delhi)
- Valier, C. (2001) Theories of Crime and Punishment. Essex: Longman.
- Datir, R.N. : Prisons and Society: A Study of the Indian Jail System
- Gibbons, D.C. - Society, Crime and Criminal Careers
- Carter Robert, M. : Probation, Parole and Community Corrections
- Bhatnagar, R.R., (1990): Crime in India: Problems and Policy New Delhi (Ashish Publishing House)
- Srivastava, S.P.: The Indian Prison Community.
- Coleman, Clive. 2000: Introducing Criminology (Willan Publication, UK)
- Ebbe, Obi N. Ignatius. 2000: Comparative and International Criminal Justice System: Policing, Judiciary and Butterworth, Boston Corrections,.
- Paranjape N.V, (1998) Criminology and Penology; Allahabad (Central Law Publications)
- Ahuja, R.2012: Criminology (Rawat Publications)
- Ahuja, R.2014: Social Problems in India (Rawat Publications)

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Course Code: MSW-E-308   *Maximum Marks: 100*
Course Name: FIELDWORK- SKILL LAB   *Time: 3hours*
Credits: 4 (internal/Non-CGPA)

Course Objectives: This course aims to develop the professional skills skills like communication, decision making, self-assertiveness, Time management, Team building, leadership, Gender conscious, structured learning and other preparatory skills for Field Work. The skill labs include Therapeutic Interventions in Specific Situations such as Addiction, Counselling Children and Adolescents, Project Formulation.

Course Outcomes:

- *Skill labs are an integral part of the curriculum from the time that the students join the course*
- *To be conducted on core skills like communication, self-assertiveness, Team building, leadership, Gender conscious, structured learning and other preparatory skills for Field Work.*
- *The theoretical input with respect to skill labs in transacted in the class room and the skill component is covered in the day long skill lab.*

Course contents

Unit-1   **Skill Lab – I**

Concept of Fieldwork, Objectives and Purpose; Field Work Components- Observation visits, Concurrent Fieldwork, Block Placement; Practice Skills- Interviewing/FGD Skills, observational skills, counselling skills and theatre approach skills

Unit- 2   **Skill Labs –II**

Tools and Techniques of Social Work used in Field, Application of Principles required for Professional Social Worker, Voluntarism Vs Professionalism;

Unit-3   **Skill Lab III**

Field Work Writing skills- Report writing with individual, groups and communities; Administrative skills- Project formulation, Coordination and implication, Monitoring and Evaluation

Unit-4   **Skill Lab-IV**

Computer Skills-Introduction to MS-Word, editing a document, previewing documents, Printing documents; PowerPoint presentations; Use of MS Excel; data analysis and Interpretation

SEMESTER-IV

Course Code: MSW-C-401   *Maximum Marks100*
Course Name: HUMAN RESOURCE MANAGEMENT AND LABOUR WELFARE   *Time: 3hours*
Credits: 6

Course Objectives: This course facilitates an insight into the effective management of employees that will guide the budding managers through the principles and practices of HRM and the core models of best practices. After going through various labour laws, students will be conversant regarding conflict management in legal perspective and judicial system pertaining to labour management relations.

Course Outcomes:

- *To gain conceptual understanding of human resource management*
- *To develop understanding of human resources and its aspects of development*
- *To acquire knowledge of labour welfare and legislations provisions relating to labour welfare in India*

Course contents

Unit-1   **Human Resource Management**

Management- Concept, Elements, Principles and Process; Human Resource Management- Concept, Objectives, Scope and Significance; Difference between Personnel Management, Human Resource Management and Human Resource Development; Functions of Human Resource Management

Unit- 2   **Development of Human Resources**

Training and Development: Concept and Difference between Employee Training and Management; 4-Step Training Process; Management Development Methods; Training Effectiveness; Steps and Methods of Development Programme

Unit-3   **Labour Welfare**

Labour Welfare- Concept, Nature, Objectives, Principles and Scope; Historical Background of Industrial Development; Emergence of Industrial Working Class in India; Theories of Labour Welfare; Agencies of Labour Welfare in India; Labour Welfare Officer- Role and Functions

Unit- 4   **Labour Legislations**

Meaning, Scope, Principles and Need of Labour Legislations; The Factories Act, 1948; The Employees State Insurance Act, 1948; The Contract labour (Regulation & Abolition Act, 1970; The Maternity Benefits Act, 1961; The Child Labour (Prohibition and Regulation) Act, 1986; The Unorganised Worker's Social Security Act, 2008

Suggested Readings

- Aswathappa, K. (2010). Human Resource Management – Text and Cases. Tata McGraw Hill, New Delhi.

- DeCenzo, David A. and Robbins, Stephen P. (2007). Personnel/Human Resource Management (3e). Prentice – Hall of India, New Delhi.

- Dessler, Gary and Varkley, B. (2011). Human Resource Management (12e). Pearson, New Delhi.

- Ivancevich, John.M. (2007). Human Resource Management (10e). Tata McGraw Hill, New Delhi.

- Rao, V.S.P. (2005). Human Resource Management – Text and Cases (2e). Excel Books, New Delhi.

- Singh, N.2012 Industrial Sociology, Rawat Publication, Jaipur

- Sodhi J.S. 1996 Industrial Relations and Human Resources in India, B.R.Publishing Corporation, Delhi.

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Course Code: MSW-C-402   *Maximum Marks: 100*
Course Name: <u>MEDICAL AND PSYCHIATRIC SOCIAL WORK</u>   *Time: 3hours*
Credits: 6

<u>Course Objectives:</u> This course Trace the Historical Development of Medical Social Work in India and Abroad. Further, this course aims to acquires knowledge about various illnesses and understand its psychosocial impact.

<u>Course Outcomes:</u>

- *To orient leaners to the field of Medical and Psychiatric Social Work.*
- *To understand the Health and Mental health care policies in the country.*
- *To develop understanding and competence about the task, role and functions of MSW's and PSW's.*

Course contents

Unit-1   <u>Understanding of Medical Social Work</u>

Medical Social Work- Concept and Scope; Historical Development of Medical Social Work in India and abroad; Functions of Medical Social Worker; Socio-Economic components associated with disease; Approaches in the practice of Medical Social Work- Preventive, Curative and Rehabilitative

Unit-2   <u>Basics of Psychiatric Social Work</u>

Psychiatric Social Work- Concept & Scope; History of mental health care in India and abroad; Social concept of mental illness; Techniques of various therapeutic approaches- Psychoanalytic, Behaviour Therapy and Cognitive Therapy.

Unit-3   <u>Overview of Health Legislation</u>

Health Legislation- Transplantation of Human Organ Act, 1994; Pre-Natal Diagnostic Techniques (Regulation and Prevention of Misuse) Act (PNDT, 1994); Epidemic Disease Act, 1897 and Mental Health Legislation- Mental Health Act, 1987

Unit-4   <u>Practice of Medical and Psychiatric Social Work</u>

Role of Medical Social Worker- General Hospitals, Medical Emergencies and Community Health Centers; Role of Psychiatric Social Worker- Mental health institutions, Psychiatric departments in general hospitals and De-addiction centers

Suggested Readings

- Ahuja N (2002). A Short Textbook of Psychiatry. New Delhi, Jaypee Brothers Medical Publishers (P) Ltd.

- Allen MB, Miller RH (2008). Essentials of neurosurgery: a guide to clinical practice. McGraw Hill

- Balodhi, J. P. (2002) Application of Oriental Philosophical Thoughts in Mental Health. Bangalore, NIMHANS.

- Bellack AS, Mueser KT, Gingerich S, Agresta J. (2004). Social Skills training for Schizophrenia: A step-by-step guide. New York: The Guildford Press.

- Bentley, Kia, J. (2002) Social Work Practice in Mental Health: Contemporary Roles, Tasks and Techniques. USA, Brooks/ Cole.

- Brian Dames-Linda Gask (2007), Medical and Psychiatric Issues for Counseling, SAGE Publications, London.

- Bloch S (2000). An Introduction to the Psychotherapies. New York: Oxford University Press.

- Girimaji S.G. (1996) Counselors Manual for Family Intervention in Mental Retardation. New Delhi: ICMR.

- Gerald Corey (2001), Theories -Practices of Counseling and Psychotherapy, Brooks-Cole, UK, USA.

- Gupta, Shah and Kant M S (2004), Hospital and Healthcare Administration, Jaydeep Brothers, Bangalore.

- Hamza, M.D. (2011) Social Welfare Measures for Persons with Mental Disability. Bangalore: NIMHANS-ISPSW.

- Kalyanasundaram, S & Varghese, M. (2000) Innovations in Psychiatric Rehabilitation. Bangalore, Richmond Fellowship Society.

- Park K (2011). Park's Textbook of Preventive and Social Medicine (21st edition). BhanarsidasBhanot

- Ramasamy, P. (2008). General and medical sociology. Chennai: New Millennium.

- Vyas Suresh (2006), Essentials of Health Management, Mangaldeep Publications, Jaipur.

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Course Code: MSW-E-403   *Maximum Marks: 100*
Course Name: <u>CORPORATE SOCIAL RESPONSIBILITY</u>   *Time: 3hours*
Credits: 6

<u>*Course Objectives:*</u> *This course provides a theoretical and practical understanding of corporate social responsibility. It will enable the learners to appreciate the legal and regulatory context of the practice of CSR and social accountability*

<u>*Course Outcomes:*</u>

- *To obtain the conceptual understanding of corporate social responsibility and its stakeholders*
- *To acquire the knowledge of policies and legal framework of CSR*
- *To understand the scope of social worker in CSR*

Course contents

Unit-1   <u>Introduction to Corporate Social Responsibility</u>

Concept, Characteristics and Scope of Corporate Social Responsibility; Evolution of CSR; Triple Bottom Line Approach of CSR; Carroll's Model of CSR (Pyramid of CSR); Globalization and CSR

Unit-2   <u>Stakeholders and Perspectives</u>

Interest Groups Related to CSR; Tools of CSR; Perspectives of CSR- Competing Strategy Perspective, Resource Perspective, Industry Perspective, Stakeholder Perspective; Contribution of CSR in social development

Unit-3   <u>CSR Policy and Initiatives</u>

Factors Influencing CSR Policy; Managing CSR in an Organization; Role of HR Professionals in CSR; Global Recognitions of CSR; Codes Formulated by UN Global Compact; Sustainable Development Goals and CSR

Unit-4   <u>Legislations and CSR in India</u>

Legal Framework, Rules and Regulations of CSR; Companies Act 2013- Relevant Provisions of CSR; Present CSR Practices in India; Tata Council for Community Initiatives; National CSR Hub-TISS Mumbai; Success and Failure with CSR Initiatives; CSR Awards in India; Social work and CSR

<u>Suggested Readings:</u>

- Benn & Bolton, (2011). Key concepts in corporate social responsibility. Australia: Sage Publications Ltd

- Blowfield, Michael, and Alan Murray, Corporate Responsibility, Oxford University Press.

- Black Sam., 1994, Practical public Relations, Universal

- Bradshaw, T. and D. Vogel. (1981). Corporations and their critics: Issues and answers to the problems of corporate social responsibility. New York: McGraw Hill Book Company

- C. V. Baxi, Ajit Prasad, Corporate Social Responsibility: Concepts and Cases: The Indian

- Cutlip Scott M. & Center Allen H., Effective Public Relations (Practice)

- Dorothea, Hilhorbt, 2003 The real World of NGOs: Discourses, Diversity and Development. Zed Books Ltd.

- Fraser P. Seitel, Practice of Public Relations, 1980 Columbus, Charles, E. Merill Pub.

- H. Frazier Moore, Public Relations: Principles, Cases and Problems, 1981, Illinois

- K.R. Balan, Corporate Public Relations, 1982, Sterling Publishers

- Mark S. Schwartz, Corporate Social Responsibility: An Ethical Approach

- Mallin, Christine A., Corporate Governance (Indian Edition), Oxford University Press, New Delhi

- Sanjay K Agarwal, Corporate Social Responsibility in India

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Course Code: MSW-E-404   *Maximum Marks: 100*
Course Name: <u>SOCIAL EXCLUSION AND INCLUSIVE POLICY</u>   *Time: 3hours*
Credits: 6

<u>Course Objectives:</u> This course provides an insight into the historical background of the concept social exclusion. Learners will see how the concept is related to various theoretical concepts of inequality, poverty and discrimination. Further, the course also aims to gain understanding of policies, programmes and legislation provisions relating to social inclusion in India

<u>Course Outcomes:</u>

- *To obtain the understanding of social exclusion and inclusive policy*
- *To acquire the knowledge of various groups at risks of social exclusion in India*
- *To gain understanding of policies, programmes and legislation provisions relating to social inclusion in India*

Course contents

Unit-1   <u>**Introduction to Social Exclusion**</u>

Concept, Forms and Dimensions of Social Exclusion; Emergence of Social Exclusion; Interdisciplinary Approaches to the Study of Social Exclusion; Role of Culture in Social Exclusion; Economy and Exclusion

Unit-2   <u>**Social Exclusion in India**</u>

Groups at the Risk of Being Excluded – Religious; Racial; Caste; Gender; Ethnic; Class; Regional; Cultural; Language; Disabled; Women and Children; Elderly; Migrant and Refugee; Social Movements against Exclusionary Practices-Historical and Contemporary

Unit-3   <u>**Inclusion Policies and Processes**</u>

Social Inclusion Policy and Programmes; Ideological Challenges to Inclusion; Role of Civil Society Organizations to Address Social Exclusion; Action for Inclusion- Skills in Identifying Social Exclusion Practices, Mobilizing People for Social Change

Unit-4   <u>**Marginalized Groups in India**</u>

Marginalization- Concept, Nature and Process; Social Exclusion, Inclusion and Discrimination; Minorities- Concept, Issues and Concerns, Constitutional and Legislative Safeguards for SCs, STs, OBCs and Minorities

Suggested Readings

- Atal, Yogesh 2003 Managing Multiplicity: The Insider - Outsider Duality. Ideological Dimensions. In Social Exclusion: Essays in Honour of Dr. BindeswarPathak (A.K. Lal ed.), New Delhi: Concept Publishing Company. Pages 24- 41.

- Beall, Jo 2002 Globalization and Social Exclusion in Cities: Framing the Debate with Lessons from Africa and Asia. Development Studies Institute, LSEP, London.

- Behera, D.K. and Pfeffer, G. Contemporary Society: Tribal Studies (Vol 1 to VIII). New Delhi: Concept Publishing Company.

- DFID Report. Tackling Poverty by Reducing Social Exclusion

- Haan, Arjan de 2012 Social Exclusion: Enriching the Understanding of Deprivation. Institute of Development Studies and Poverty Research Unit, University of Sussex. Sussex. UK

- Kothari, Rajni 2003 Social Exclusion: Historical, Institutional and Ideological Dimensions. In Social Exclusion: Essays in Honour of Dr. BindeswarPathak (A.K. Lal ed.), New Delhi: Concept Publishing Company. Pages 11- 23.

- Loury, G.C 2000 Social Exclusion and Ethnic Groups: The Challenge to Economics. Annual World Bank Conference on Development Economics 1999. The International Bank for Reconstruction and Development! The World Bank.

- Nevile, Ann 2007 Amartya K. Sen and Social Exclusion. Development in Practice. 17.2: 249255.

- Prasad, R.R. 2003 Social Exclusion: Concept, Meaning and Scope. Ideological Dimensions. In Social Exclusion: Essays in Honour of Dr. Bindeswar Pathak (AX. Lal ed.), New Delhi: Concept Publishing Company. Pages 145-152

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Course Code: MSW-E-405   *Maximum Marks: 100*
Course Name: <u>HUMAN RIGHTS AND SOCIAL JUSTICE</u>   *Time: 3hours*
Credits: 6

<u>*Course Objectives:*</u> *This course facilitates and enhances their ability to grasp the issue of social justice and human rights confronting our society. Further, this course will also create an understanding of the Social Work methods skills and competencies to work for marginalized and vulnerable constituencies to create just society and protection of human rights.*

<u>*Course Outcomes:*</u>

- *To understand the perspective of human rights and related issues at national and international level*
- *To acquire knowledge of social justice as a core value of social work profession*
- *To understand the relevance of social work strategies for the promotion of social justice and human rights*

Course contents

Unit-1   <u>Human Rights</u>

Concept, Scope and Types of Rights and Human Rights; Global Evolution of Human Rights; Universal Declaration of Human Rights- Objectives and Functions; Human Rights in the Constitution of India; Human Rights Commission- Objectives, Structure and Functions

Unit- 2   <u>Human Rights Issues</u>

Rights of Children; Women; Aged; Refugees; Prisoners; Persons with Disabilities; Minorities; People with Alternate Sexuality; Human Rights Perspective in Social Work Practice- Ethnic Sensitive Practice, Feminist Practice, Social Work Practice with the Victims of Human Rights Violations

Unit-3   <u>Social Justice</u>

Concept, Need, Objectives, Scope and History of Social Justice; Approaches to Social Justice; Directive Principles of State Policy and Social Justice; Social Justice Movements in India; Social Justice as a Core Value of Social Work Profession; Social Justice and Social Work

Unit-4   <u>Mechanism and Strategies of Social Work</u>

Advocacy- Meaning, Forms, Process and Steps; Social Advocacy; Advocacy for Promotion of Social Justice and Human Rights; Public Interest Litigation (PIL) and Right to Information (RTI)

Suggested Readings

- Bakshi, P.M. 2013.The Constitution of India Universal Law Publishing
- Base, D.D. 2012 Introduction to the Constitution of India Lexis Nexis
- Baxi, U. 2008 The Future of Human Rights Oxford University Press
- Chiranjivi J. 2002. Human Rights in India. Oxford University Press. New Delhi.
- Clayton, M., & Williams, A. 2004 Social Justice. Blackwell Publishers
- Das A.K. 2004. Human Rights in India. Sarup and Sons. New Delhi.
- Kohli A.S. 2004. Human Rights and Social Work Issues. Society for Community Organisation. Madurai.
- Reichert, E. 2003. Social Work & Human Rights: A Foundation for Policy and Practice. Columbia University Press
- SAHRDC.2014. Handbook of Human Rights and Criminal Justice in India. Oxford University Press

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Course Code: MSW-O-406 *Maximum Marks: 100*
Course Name: <u>POPULATION DYNAMICS</u> *Time: 3hours*
Credits: 6

<u>Course Objectives:</u> This Course intends to acquaint learners with the demographic features and the different theories of population. It also deals with the trends of population growth in India and policies of the government of India for the population control and welfare of the society.

<u>Course Outcomes:</u>

- *To obtain conceptual understanding of population structure and its components*
- *To acquire the knowledge of gender related issues and population issues in India*
- *Learn about population policies & importance of social work interventions in dealing with population issues*

Course contents

Unit-1   <u>Population Structure</u>

Population Studies- Concept, Structure and Dynamics; Significance of Population Studies; Population Characteristics in India- Age and Sex Structure; Major Determinants of Population; Fertility, Mortality and Migration

Unit- 2   <u>Population Theories</u>

Malthusian and Post Malthusian Theory of Population; Theory of Demographic Transition; Optimum Theory of Population; Biological and Natural Theories of Population; and Theory of Surplus Population

Unit-3   <u>Population and Gender Issues</u>

Gender- Concept and Evolution of Gender in Historical Perspective; Gender and its Relationship with Components of Population- Age-Sex Structure, Fertility, Mortality and Migration; Women Health and their Reproductive Rights; Women Empowerment

Unit-4   <u>Population Policy and Population Issues in India</u>

National Policies: Evolution and Development of Population Policy; Evolution of Family Welfare Programme in India and its Critical Assessment; National Population Policy 2000; Population Issues- Rural-Urban and Gender Gaps, Problems and issues among Women, Children and Ageing Population; Social Work Strategies for Dealing with Population Issues

Suggested Readings.

- Bose Asish & Premi M.K. (Edt.) " Population Transtion in South Asia" – (1992)
- Bhende, A. & Kanitkar, T. (1995). Principles of Population Studies. Mumbai, Himalaya Publishing House
- Davis, K. and Bernstans (1991). Resources, Environment and Population. New York, Oxford University Press.
- Dr. Hansraj Funamentals of Demography- with special reference to India Surjeet Publication, 7K, Kolhapur Road, Kamalanagar, Delhi-110001
- Khanna, A. R. (2021). Samajik Chintan (1st ed., Vol. I). Iris Publication Pvt. Ltd.
- Premi Ramanamma & Bambavala- Social Demography in India.
- Prother, R.M. and Chapman, Murray (eds.) (1985). Circulation in Third World Countries. London, Routledge and Kegan Paul.
- Rao, M. (2004). From Population Control to Reproductive Health: Malthusian Arithmatic. New Delhi, Sage Publications
- Sen, G. et. al. (1994). Population Policies Reconsidered: Health, Empowerment and Rights. Boston, Harvard School of Public Health

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