DEPARTMENT OF SOCIAL WORK
TEZPUR UNIVERSITY

Approved in the Academic Council held on 19/12/2013 vide Resolution No AC.21/2013/2/2.2.13

MASTER OF ARTS
SOCIAL WORK

SEMESTER BASED CURRICULUM

SCHOOL OF HUMANITIES AND SOCIAL SCIENCES
TEZPUR UNIVERSITY
DEPARTMENT OF SOCIAL WORK
TEZPUR UNIVERSITY

VISION
The creation of a just and equal society which ensures freedom from all forms of oppression and exploitation.

MISSION
To develop human resources for competent and effective professional social work practice, teaching and research with diverse range of individuals, groups and communities by using a framework of social justice and human rights focused on sustainable and participatory development.

OBJECTIVES
1. To impart education and training in Professional Social Work in order to provide human resources in the fields of social welfare, development, and allied areas.

2. To help students develop knowledge, skills, attitudes and values appropriate to the practices of social work profession.

3. To enable students to develop critical thinking and the ability to apply theory to field experience.

4. Evolve an interdisciplinary perspective to enhance understanding of social problems and development issues.
MASTER OF ARTS
SOCIAL WORK

The proposed programme shall be governed by the Department of Social Work,
School of Humanities and Social Sciences, TEZPUR UNIVERSITY, Tezpur.

Minimum Credit to be completed : 96
Minimum Duration : Four Semesters (Two years)
Maximum Duration : Six Semesters (Three Years)

PROGRAMME STRUCTURE

The M.A. Programme is divided into Four Semesters as under.

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<td>Second Year</td>
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The schedule of courses prescribed for various semesters shall be as follows:

**SEMESTER I**

*Foundation Courses: Any Two*

- SW 401- Understanding Society 2- 0-0-2
- SW 402 - Human Behavior and Social Environment 2- 0-0-2
- SW 403 - Political Economy and Development 2- 0-0-2

*Core Courses:*
SW 411 - Social Work Profession 2- 0-0-2
SW 412 - Social Work Methods: Working with Individuals and Families …………. CBCT 2- 1-0-3

**Elective Courses: Any Two**

SW 421 - Community Health 2- 0-0-2
SW 422 – Social Work with Children 2- 0-0-2
SW 423 - Literacy and Education 2- 0-0-2
SW 430- Fieldwork 0- 0-0-8

**SEMESTER II**

**Core Courses:**

SW 431 - Social Work Methods: Work with Groups 2- 0-0-2
SW 432 - Social Work Methods: Work with Communities 2- 0-0-2
SW 433 - Research and Statistics 3- 1-0-4
SW 434 - Development Administration and Governance 2- 0-0-2
………..CBCT 2- 1-0-3

**Elective Courses: Any Two**

SW 441 - Gender Issues 2- 0-0-2
SW 442 - Environment and Ecological Issues 2- 0-0-2
SW 443 - Work with Older Persons 2- 0-0-2
SW 450- Fieldwork 0- 0-0-8

**SEMESTER III**

**Core Courses:**

SW 501 - Management of Non-Profit Organisations 2- 0-0-2
SW 502 - Social Policy and Planning 2- 0-0-2
………..CBCT 2- 1-0-3
Elective Courses:  
Both the Courses from any of Elective A, B or C

ELECTIVE A

SW511 - Social Work and Mental Health 2- 0-0-2  
SW512 - HIV and Social Work Practice 2- 0-0-2  

ELECTIVE B

SW521 - Urban Community Development 2- 0-0-2  
SW522 - Rural and Tribal Community Development 2- 0-0-2  

ELECTIVE C

SW 531 - Occupational Social Work 2- 0-0-2  
SW 532 - Organizational Behavior 2- 0-0-2  

ELECTIVE D: (Any One)

SW 541 - Personality Development 2- 0-0-2  
SW 542 - Development Communication 2- 0-0-2  
SW 543 - Human Rights 2- 0-0-2  
SW 549- Dissertation 0- 0-0-2  
SW 550- Fieldwork 0- 0-0-8  

SEMESTER IV

Core Courses:
SW 551 - Social Advocacy and Social Action 2- 0-0-2
............CBCT 2- 1-0-3

*Elective Courses:*
*Both the Courses from Elective A, B or C*

**ELECTIVE A**

SW 561 - Therapeutic Counseling 2- 0-0-2
SW 562 - Hospital Administration 2- 0-0-2

**ELECTIVE B**

SW 571 - Disaster Management 2- 0-0-2
SW 572 - Peace Education and Conflict Resolution 2- 0-0-2

**ELECTIVE C**

SW581 - Labour Legislation 2- 0-0-2
SW582 - H.R. Practices 2- 0-0-2

**ELECTIVE_D: Any Two**

SW 591 - Criminology and Correctional Administration 2- 0-0-2
SW 592 - Disability Studies 2- 0-0-2
SW 593 - Corporate Social Responsibility 2- 0-0-2
SW 598- Dissertation 0- 0-0-4
SW 599- Fieldwork 0- 0-0-8

**Semester-wise Credit Distribution**

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Semester I

SW 401: Understanding Society 2-0-0-2

OBJECTIVES:
To enable students to:

- Understand basic sociological concepts and social formations
- Develop critical understanding of Indian society
- Apply sociological insight and approaches in social work practice

COURSE CONTENTS:

Unit I: Basic Sociological Concepts

- Social structure and relationships
- Social institutions and social groups
- Economic and social change, and social mobility
- Socialization and social control: development of self
- Culture: Norms and values, culture and subcultures

Unit II: Social Systems, Social institutions and Stratification

- Economy, polity and society
- Kinship, Family and Religion
- Class (Agrarian and industrial), and power
- Race, ethnicity and gender
- Caste, Tribe/Adivasis, Dalits and minorities

Unit III: Contemporary Social Concerns

- Social Deviance: psychological and sociological theories, Suicide
- Casteism, communalism, regionalism
- Youth unrest, violence against women and children
- Concerns of North East India

TEXT BOOKS:


BOOKS/ REFERENCES:


Helfer, M.E. 1997  *The Battered Child*, University of Chicago Press: USA


Supplementary Readings:

Chakravarti, A. 2001  *Social Power and Everyday Class Relations: Agrarian Transformation in North Bihar*.


SW 402 - Human Behavior and Social Environment

OBJECTIVES:

- Understand the nature and development of human behaviour in socio-cultural context
- Develop a critical understanding of human behaviour and personality
- Learn analysis of these concepts for social work practice

COURSE CONTENTS:

Unit I: Human Growth and Behaviour

- Introduction to psychology and its relevance in social work practice
- Determinants of human behaviour: heredity, environment, and social institutions
- Life span perspective of human growth and development: developmental tasks, social, emotional and cognitive development
- Normal and abnormal behaviour: types, causes and manifestations

Unit II: Basic Psychological Processes

- Personality: perspectives, types and theories
- Cognition, Learning, Motivation, Emotion, Intelligence
- Social Perception
- Attitude: formation, change and measurement

Unit III: Social Psychology

- Prejudice, stereotypes, discrimination and ethnocentrism
- Collective Behavior: crowd, riot and rebellion.
- Rumor, Propaganda and Public Opinion

TEXT BOOKS:


BOOKS/ REFERENCES:


Hall, C.S., Lindsay, G. & Campbell, J.B. 1998 Theories of Personality. New York: John Willey & Sons, Inc.


SUPPLEMENTARY READINGS:


OBJECTIVES:

- Understanding of State political system, representative democracy and Indian constitution
- Develop critical thinking about interaction between political, economic and governance issues in relation to development

COURSE CONTENTS:

Unit I: Political System and Economic Processes

- State, Nation and Citizenship
- Judiciary, legislature and executive; power and politics
- Economic processes- production, distribution, needs, demand and supply, inflation
- Liberalization, Privatization and Globalization

Unit II: Political Economy and Governance

- Political economy: regional, national and global spheres
- Bureaucracy in a developing country
- Representative democracy and peoples’ participation- issues and paradoxes, Panchayati Raj Institutions,
- Determinants of governance - participation, inclusion, transparency and accountability- Right to information, NAC, e-governance

Unit III: State, Civil Society and Development

- Civil society-concept, scope and role, National Policy of voluntary sector
- Market, State and Civil society interaction
- State and development issues: gender, ethnicity, and human rights
- Peoples movements for democracy and development
TEXT BOOKS:


BOOKS/REFERENCES:


SUPPLEMENTARY READINGS:


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SW 411 - Social Work Profession

OBJECTIVES:

- Familiarize students to the core values and philosophy of social work profession and enable them to imbibe these values into their professional self.
- Enable students to understand and differentiate social work and other related terms
- Understand the context of emergence of social work as a profession
- Understand the nature of Social work practice in different settings

COURSE CONTENTS:

Unit I: Introduction to Social Work Profession

- Social Work: Nature, goals and processes,
- Professional social work and its relationship with Voluntary action, Social services, Social reform, Social movement, Social welfare, Social development, and Human rights
- Value base of social work profession and its philosophical assumptions; Principles of social work, Skills and their application in diverse socio-cultural settings

Unit II: Development of Social Work Profession

- Development of professional social work in U.K., U.S.A. and India
- Social service traditions and social reform movements in India
- Contribution of Gandhi, Ambedkar and Phule
- Radical, Feminist and Marxist approaches and Anti oppressive social work

Unit III: Social Work as a Profession

- Basic requirements of a profession and practice of social work in India
- Code of ethics for social workers –NASW, BATSW

TEXT BOOKS:


BOOKS/REFERENCES:


SUPPLEMENTARY READINGS:


Bhatt, Sanjai and Pathare, Suresh 2005 *Social work Literature in India*. New Delhi, IGNOU, course material for BA and MA students.


SW 412 - Social Work Methods: Working with Individuals and Families
2- 0-0-2

OBJECTIVES:

- Understand social casework as a method of social work practice.
- Develop capacity to understand and accept the uniqueness of individuals and work towards strengthening personality of clients by fostering skills of self-help.
- Understand the process involved in working with individuals in individualized situations.
- Develop self-awareness and skills in working with individual clients as well as family systems.

COURSE CONTENTS:

Unit I: Nature and Development of Casework

- Social casework: origin, growth, nature and development
- Philosophical assumptions underlying casework practice and Principles of casework practice and skills
- Relationship in casework: Meaning, nature and elements of; Transference and counter transference issues in relationship
- Qualities of caseworkers and their role in the helping process, Cultural context of casework practice, Use of authority in practicing case work

Unit II: Approaches to Casework Practice

- Diagnostic and Functional approaches to casework: Problem solving approach to casework practice
- Task centered casework/ Strength based case work
- Phases of casework intervention: study, diagnosis(assessment), intervention and evaluation
- Intervention Techniques, Casework, guidance, Counseling and Psychotherapy, Casework recording: Types and format

Unit III: Social Casework Practice: Client Groups and Settings

- Family casework
- Casework with children in adoption, correctional, and mental health settings
- Casework in crisis situations like rape, conflicts, disaster and other calamities
- Casework with oppressed groups, religious minorities, Sexual minorities (LGBT) and other socially and economically disadvantaged groups
TEXT BOOKS:


BOOKS/REFERENCE


SUPPLEMENTARY READINGS:


OBJECTIVES:

- Understand the changing concept of health, community health, community mental health as an aspect of social development.
- Develop a critical perspective of community healthcare services and programmes
- Appreciation of social work intervention in community health settings.

UNIT I: Concept of Diseases, Health and Well-Being

- Illness and Disease; Health and public health: Meaning, components, determinants of health;
- Wellbeing and Quality of life
- Health as an aspect of social development, Health status indicators and mapping in the community
- Health scenario of India: epidemiology and etiology of major communicable and non communicable diseases
- Nutrition and malnutrition,

UNIT II: Community Health and Mental Health

- Community Health: relevance, needs assessment, developing mechanisms for people’s participation;
- Community Mental Health
- Health Services, public health systems, Health extension and community outreach services,
- Major programmes of Community Health for Malaria, TB, HIV/AIDS, Life style illnesses

Unit III: Social Work interventions

- Role of Social Worker in Community Health Programmes
- Health Education, Planning and Management
- School Health Programmes, NHRM, Awareness and BCC
- Skills required by social work professionals in community Health settings

TEXT BOOKS:


**BOOKS/REFERENCES:**


Voluntary Health Association of India 1995 *Reproductive Health and Reproductive Rights*. New Delhi: VHAI.

Voluntary Health Association of India 1992 *State of India’s Health*. New Delhi: Voluntary Health Association of India


**SUPPLEMENTARY READINGS:**


Sundaram, T. 1996  *Reaching Health to the Poor, Sourcebook on District Health Management*. New Delhi: VHAI.

OBJECTIVES:

- Understand the significance of child development and rights of children
- Gain knowledge about the legal safeguards related to children
- Familiarize with policies, programmes and services related to children
- Develop sensitivity and skills of working with children

UNIT I: Child Rights and Child protection

- Definition of child and childhood, Needs of children, child vulnerabilities
- Demographic profile of Children- Fertility and Reproduction Imbalances
- Theoretical Approaches in the study of children
- Early childhood care and development, Child Welfare and Development: Need, concept, dimensions and issues.
- Child Rights: concept, and importance.

UNIT II: Legal Frame works for Children

- Constitutional provisions for children,
- Legal provision in relation to feticide, adoption, guardianship,
- Laws related to child marriage, child labour. PoSOC act
- National policy on children, U.N convention on Rights of children
- Government Programmes related to child welfare and development- ICDS and ICPS
- Juvenile Justice ( Care and Protection) Act, 2006

UNIT III: Children in Need of Care and Protection

- Children in vulnerable situations: Child Abuse and Neglect; Children with disabilities, children of migrant families.
- Street and working children, Child labour: status, causes and consequences
- Trafficking of children and exploitation; Children-in-conflict-with -law
- Children as victims of war, terrorism, communal violence, natural disaster and displacement.
- Social work intervention in the field of child welfare and development
TEXT BOOKS:


Enakshi, G.T. (eds) 2002, *Children in GloblisingIndia- Challenging out Conscience*. HAQ Center for Child Right, New Delhi,

BOOKS/REFERENCES:

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<tr>
<td>Berk, Laura E</td>
<td>1999</td>
<td><em>Child Development ( Third Ed)</em>, Prentice Hall of India</td>
<td></td>
<td>New Delhi,</td>
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<tr>
<td>Kapur, Arun</td>
<td>2007</td>
<td><em>Transforming Schools and Empowering Children</em></td>
<td></td>
<td>Sage, London,</td>
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<td>Kapur, Malvika</td>
<td>1995</td>
<td><em>Mental Health of Indian Children</em></td>
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<td>Sage, New Delhi,</td>
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<td>Kumari, V.&amp; Brooks, S.L.</td>
<td>2004</td>
<td><em>Creative Child Advocacy- Global Perspectives</em></td>
<td></td>
<td>Sage Publications , New Delhi,</td>
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<td>Mandal, B.B ,</td>
<td>1990</td>
<td><em>Child and Action Plan for Development</em></td>
<td></td>
<td>Mittal Publication, New Delhi,</td>
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<td>Pachaury , S.K.</td>
<td>1999</td>
<td><em>Children and Human Rights</em></td>
<td></td>
<td>A.B.H. Publishing Corporation , New Delhi,</td>
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<td>Peter, G.G. ,</td>
<td>2004</td>
<td><em>Social work with Children and their Families , Pragmatic Foundations (second Edition)</em></td>
<td></td>
<td>Oxford University Press, New York,</td>
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<tr>
<td>Savitiri, Goonesekere,</td>
<td>1998</td>
<td><em>Children Law and Justice</em></td>
<td></td>
<td>UNICEF, Sage Publication , New Delhi,</td>
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OBJECTIVES:

- Familiarize with challenges related to Literacy and Education in India
- Provide an understanding of policies and programmes related to Education in India
- Develop understanding about the education system in India

COURSE CONTENTS:

Unit I: Philosophy and History

- Literacy, Literacy Rate, Education : Philosophy and Goals
- Status of Education : Primary to Higher Education
- Issues related to Education in India
- Education in the NER

Unit II: Policies and Programmes

- Right to Education, UN statement on child’s right to education
- UNICEF, UNESCO, UNDP programmes, Millennium Development Goals
- Universalization of Education
- Adult Literacy, Navodaya Vidyalaya, Ashram Schools, Sarva Shiksha Abhiyan, etc

Unit III: Education and Social Work

- Inclusive Education
- Special Education and Scope
- Enrollment and Retention in Schools
- School Social Work and social Work in Education

TEXTBOOKS:

Semester II

SW 431 - Social Work Methods: Work with Groups 2- 0-0-2

OBJECTIVES:

- Develop understanding of group work as a method of professional social work
- Gain insight into various dimensions of group processes and group work practice
- Develop competencies for working with groups in diverse settings.

COURSE CONTENTS:

Unit I: Understanding Social Groups

- Social Groups: Definitions, characteristics, functions and group structure
- Classification of groups: Cooley, Sumner, Jennings and Tonnies
- Making of social groups: Issues of identity, diversity and marginalisation
- Historical development of group work, Group work: definition, goals and value base of social group work
- Principles of group work and Models of group work practice

Unit II: Group Process, Group Dynamics and Group Development

- Basic group processes, Specific situations in group functioning: sub group formation; isolates, alliances, coalitions and triangulations; emergence of conflict situations
- Group dynamics: Determinants, indicators and outcomes; Decision-making and problem solving
- Leadership - Theories of leadership, roles and responsibilities of group leader
- Stages of group work: formation, intervention and termination phases
- Process of programme development, use of programme media
- Group work recording, monitoring, evaluation and termination

Unit III: Settings and Sites of Group Work

- Techniques and skills in group work, Group worker: roles and functions
- Group work with different groups- Children, persons with disability, youth, older persons and others, Group work with task groups
- Working with difficult clients and group situations
- Best practice guidelines of Association for Specialists in Group Work
- Diversity-competent group work: Principles
TEXTBOOKS:


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SW 432 - Social Work Methods: Work with Communities

OBJECTIVES:

- To understand and analyse community as a dynamic entity
- To comprehend the concept, context and strategies of community work
- To develop commitment to the cause of the people on the margins

COURSE CONTENTS:

Unit I: Community Work: Concept, Strategies and Principles

- Understanding Community: Definitions, types, approaches and framework
- Rural, urban and tribal communities - Forms and features
- Community dynamics: Caste, class, religion and gender, Issues of identity, inclusion and exclusion, Community power structure
- Indigenous approaches to community work - Gandhi, Vinoba, Ambedkar and others from North east
- The role of ideology in community work, Community work as a political activity

Unit II: The Context of Community Work

- Community organisation- principles, steps and process,
- Community work and community participation - Strategies and principles; Models and processes
- Disempowered communities and the power of the state and other agencies
- Professionalism and inculcation of ethics in community practice

Unit III: Community Work-Paradigm Shift

- Community work and change - community work as inclusive and emancipatory practice
- Community work with people on the margins - Dalits, minorities and adivasis/tribals
- Designing community interventions - use of PLA, LFA, Problem analysis, Stakeholder analysis, Strategic planning etc.
- Participation, empowerment and capacity building through community work
- Competencies required for Community workers

TEXTBOOKS:


BOOKS/REFERENCES:


SUPPLEMENTARY READINGS:


OBJECTIVES:

- Understand the nature, scope and significance of research in social work practice.
- Develop competence in conceptualizing, designing and implementing research using quantitative and qualitative paradigms and techniques.
- Understand the nature and application of alternative research paradigms in a practice profession like social work.

COURSE CONTENTS:

Unit I: Research Methods for Social Work.

- Scientific method: Nature and characteristics, application of scientific method to the study of social phenomena.
- Social Research and Social Work Research: Meaning, nature and its significance;
- Steps in research process, Research designs: Types of research designs (Exploratory, Descriptive, Experimental, and Quasi experimental designs).
- Sampling design: Universe and Sample, rationale, importance, characteristics and types of sampling, general considerations in the determination of sample size, sampling error and non-sampling error, limitations of sampling.
- Sources of data: Primary and secondary; Methods and tools of quantitative data collection. Data processing, data analysis and interpretation
- Writing research reports: Presentation and styles of referencing, citing and paraphrasing

Unit III: Basic Statistics and Statistical Methods

- Basic statistical concepts: variables, data, population, sample and parameter/statistic.
- Hypothesis: Meaning and formulation of hypothesis, Steps in testing hypothesis, concept of degree of freedom, level of significance. Type I and II errors in hypothesis testing.
- Descriptive statistics: Measures of central tendency (mean, median, mode), Measures of dispersion (range, mean deviation, standard deviation, coefficient of variation), Measures of correlation (Product Moment Correlation and regression analysis)

Note: Unit III will be supplemented with computer aided instruction

Unit IV: Qualitative Research: Meaning and Traditions

- Ethnography ,Basic tenets of Qualitative research, Theoretical perspectives of qualitative research.
- Similarities and differences between Qualitative and Quantitative research paradigms
- Interviews, Case study , Focus group discussion and Observation
- Content Analysis
Supplemental data collection techniques like Narratives, life histories, Archival materials (Unobtrusive measures of data collection)

**Unit V: Applied Qualitative Research**

- Research Ethics
- PRA Methods (space-related, time-related and relation methods), principles and applications.
- Participatory Action Research
- Evaluation research using qualitative methods: Models and designs.

Writing up qualitative research report

**Note:** Unit IV will be supplemented with computer aided instruction

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OBJECTIVES:
- Develop understanding of social welfare administration as a method of social work profession.
- Understand various components of social welfare administration.
- Acquire competence in the administration of social welfare and development services.

COURSE CONTENTS:

Unit I: Welfare and Development Organisations
- Social welfare and development organizations: Nature, types and functions
- Social welfare administration: Meaning, history, principles and changing context
- Concept, nature and types of organizations-role of development organisations in society-nature of welfare and development services.
- Principles of Administration: POSDCORB, Recording and documentation

Unit II: Structure of Social Welfare Administration
- Service Providers-NGOs/GO/INGOs; Welfare Administrative structures in Assam (GO)-Central, state and local levels.
- New forms of administration (parallel structures like USAID-SIFSA, ASACS)
- Laws relating to societies, trusts and non-profit organisations.
- Organization and management of institutional welfare services
- Public relations and networking, Monitoring and evaluation

Unit III: Strategies and Mechanisms of Administration
- Role of communication in administration- nature, importance, models and modalities
- Sustainability of programmes-Phasing-out and termination.
- Capacity building- approaches and strategies
- Grants-in-aid: origin, purpose, scope, principles and procedures, Resource mobilization: sources and management
- Financial administration-Regulatory and legislative framework(FCRA)
- Social marketing: Principles, philosophy, process and models

TEXTBOOKS:


BOOKS/REFERENCES:
Banerjee, G. 2002 Laws Relating to Foreign Contributions in India. New Delhi:
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OBJECTIVES:
- Understand the social construction of gender
- Develop gender perspectives in analyzing social realities
- Understand gender and development approaches and strategies with specific reference to India.

COURSE CONTENTS:

Unit I: Perspectives and approaches
- Gender as a social construct, Gender identity, equity, discrimination
- Patriarchy - Social structure and social institutions, Feminism: Major feminist thoughts
- Women’s movement in national and international context: Ideologies (IWM); Women in anti-colonial struggles, women in social movements
- Gender approaches to development: Paradigm shift from welfare to rights based approach (Practical and Strategic Gender Needs, WID, WAD, GAD)

Unit II: Gender Inequality
- Expressions of Gender disparity: Education, health, property, employment and livelihood, decision making, feminization of poverty
- Gender analysis tools and models: Gender budgeting, Gender Development Index, Gender Empowerment Measure, Human Poverty Index
- Gender based violence: Theoretical perspectives
- Manifestations of gender based violence: Domestic violence, trafficking in women and children, rape, sex selective abortion, female infanticide, child marriage

Unit III: Gender Mainstreaming and Mechanisms
- Gender mainstreaming as an approach to gender parity: Principles, strategies and tools
- Constitutional and legislative safeguards, Policies and plans with gender focus
- State and civil society initiatives: UNO, Millennium Development Goals; Institutional mechanisms: National Commission for Women, Rashtriya Mahila Kosh, Crime Against Women Cell, Family Court, Family Counseling Centres and Crisis intervention Centres
- Advocacy and capacity building strategies for promoting gender parity
TEXTBOOKS:

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OBJECTIVES:

- Gain insight about environmental problems and challenges in the global and national context.
- Develop critical understanding of environmental policies, legislations and programmes.
- Understand the strategies and approaches of environment management.
- Develop skills of social work intervention in the protection and promotion of the environment.

COURSE CONTENTS:

**Unit I: Basic Concepts and perspectives**

- Ecology and Environment; Environmental Sustainability: Implications for livelihood security and community well-being.
- Environmental degradation: Causes and consequences; differential impact on women, poor, marginalized groups and indigenous populations. Environment in the human rights perspective.
- Sustainable development: Concept, potentialities and challenges; North – South perspectives.

**Unit II: State of the Environment and Environmental Concerns**

- State of India’s land, water, air, forests and wildlife resources and environmental problems pertaining to them.
- Climate Change, Greenhouse Effects; Carbon Footprint.

**Unit III Environmental Movements, Protection And Promotion**

- Policies and legislative framework pertaining to environment protection in India.
- Important International treaties and conventions on environment: Rio de Janeiro, Kyoto Protocol, COP.
- Important programmes of environmental conservation in India.(Social Forestry, Interface Forestry, JFPM).
- Co-management of environment by Indigenous people and other stakeholders; mainstreaming gender in natural resource management and conservation.
- Environmental movements: typology and ideologies: analysis of select movements(Bishnoi, Chipko, Appiko).
- Role of civil society organizations in environmental action; some case illustrations, PILs.
- Social work intervention in the management, protection and promotion of the environment.
TEXTBOOKS:

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SW 443 – Social Work with Older Persons

OBJECTIVES:

- Develop theoretical and practical understanding of gerontological issues
- Gain insight into the emerging needs and problems of older persons vis-à-vis services/programmes for the elderly.
- Develop critical understanding of the policies and programmes for older persons at the national and international levels.
- Understand the relevance and nature of social work interventions for the elderly in the contemporary social situation.

COURSE CONTENTS:

Unit I: Understanding Old Age

- Definition of old age (developmental, biological, social, psychological and cultural perspective)
- Gerontology and Geriatrics
- Demography of the Ageing in India; Feminization of Ageing
- Psychological and sociological theories of ageing
- Changing roles, power and status of older persons
- Widowhood, Spousal Loss, Grief and Bereavement

Unit II: Concerns and Challenges

- Changing family norms and emerging problems of older persons: Relationship with caregivers.
- Psychological, social, and physical needs and problems of older persons
- Health and Mental health consequences of ageing: Anxiety, depression, suicide tendencies and Alzheimer’s Disease
- Rights of older persons against neglect, abuse, violence and abandonment
- Active and Healthy Ageing: Intervention in improving well being and quality of life
- Contribution of Older Persons to family and society

Unit III: Policy, Programmes and Initiatives

- National and International concerns: National Policy for older persons 1999 and international resolutions
- Welfare programmes/schemes for the elderly especially women and the marginalized
- Security and Social security measures, Legislations for maintenance and Protection
- Lifestyle management and retirement plan programme, grief counselling
- Caring for the elderly: Issues and problems faced by the family, Impact of Conflict and Disasters, Family Interventions and social support strategies
- Social work interventions in Family, Community and Institutional Settings
TEXTBOOKS:


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Semester III

SW 501 - Management of Non-Profit Organisations 2- 0-0-2

OBJECTIVES:

- Understand the nature and context of development organizations as civil society initiatives
- Develop skills in planning and management of civil society organizations
- Understand contemporary development discourses and suitable strategies

COURSE CONTENTS:

Unit I: Basic Concepts

- Development organizations as civil society organisations, Peoples’ organisation and various forms- Voluntary Organizations/Non Governmental Organizations - Societies, Cooperatives, Trusts, Trade unions; Non Profit Company(U/S 25)
- Voluntary Action: Ideological basis of voluntary organization, Theoretical Perspectives; Changing context of voluntary organizations, Government policies for voluntary sector: NGO-Government interface;
- Globalization and development organizations, Transparency, accountability and legitimacy of the NGO sector

Unit II: Organizational Structure and Management

- Organisational Planning: Vision, Mission, Goals, Development Of Core Strategies And Objectives
- Sustainability: Institutional and project, liaison and networking; Government, NGO and Corporate partnership
- Techniques: Project model approach, Project Cycle approach, Logical Framework Analysis, micro planning, comprehensive strategic planning, Project Appraisal-Social, Technical and Financial Analysis, Project Monitoring and Participatory Monitoring and feedback loop,

Unit III: Resource Mobilization and Office Management

- Development of Human resources: Capacity Building, Training and Development, Communication and leadership
- Resource mobilization: Internal and external resources, Fund raising – principles, sources methods and implications;
- Financial Management: Budgeting, accounting and auditing, maintenance of records , Foreign funding – application, procedure and FCRA
- Office management: record keeping, documentation and filing, upkeep and ergonomics, Publicity and public relations

TEXTBOOKS:

Dadarwala, N.H. 2005 Good Governance and Effective Boards for Voluntary/Non-profit Organisations, New Delhi: CAP

PRIA 2000 *Defining Voluntary Sector in India: Voluntary Civil or Non-profit*, New Delhi: PRIA

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<td><em>Management Development and Non-profit Organizations</em>, New Delhi, SAGE</td>
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<td><em>Historical Background of Non-profit Sector in India</em>. New Delhi: PRIA</td>
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</table>
SW 502 - Social Policy and Planning

OBJECTIVES:

- Develop an understanding of the nature of social policy and planning in the Economic, social and political context.
- Acquire knowledge of policy analysis and policy formulation processes
- Develop critical insights into the working of policies.

COURSE CONTENTS:

Unit I: Introduction to Social Policy and Social Planning

- Social Policy: Concept, goals, scope and context, India’s colonial past and Indian constitutional provisions,
- Ideologies, shifts and radical departures, influences, Values and principles (social justice, equality, Rights, respect for diversity)
- Social Planning: Concept of social planning, Scope – planning for social services and inclusive planning, Overview of Five Year Plans.
- Development planning - concept and strategies; Micro –Planning, Regional Planning and Growth Centre Approach, Convergence/divergence of service delivery mechanisms and processes; DoNER

Unit II: Policy Development and Implementation

- Approaches to social policy: Welfare, development and rights based approach to social policy
- Models of social policy and applicability to Indian State-change of governments and policy departures/changes
- Policy and the four traditions of planning thought- policy analysis, social learning, social reform and social mobilization, PPP model
- Planning in the era of privatisation-the role of state, civil society, corporate sector and market
- Policy analysis-objectives :, thrusts, intended outcome ;Approaches and tools -Political economy, Gender analysis/Gender budgeting, diversity and uniformity; thematic vs. analytical approaches; Human Rights approach

Unit III: Policy Interventions – Approaches and Strategies

- Planning in India - Historical Perspective, Constitutional position of planning in India
- Role of Planning Commission in the planning process, Coordination between Centre and State in Planning
- Research and Advocacy approaches –Advocacy as a tool for social change,Elements and principles of advocacy
- Campaigns and building Networks :Coalitions,Legal activism in advocacy ( RTI, PIL, office of Lokayukta, etc.)
- Social audit, jan sunvai, egovernance,Public Hearing/Bal Panchayat/Pani Panchayat Interest Groups
- Need and scope of social work intervention
TEXTBOOKS:


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MacCallum. D. 2010 *Discourse Dynamics in Participatory Planning*: Ashgate

Nath.V. 2010 *Economic Development and Planning in India*


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<td>2003</td>
<td><em>Successful Governance Initiatives and Best Practices - Experiences From Indian States</em></td>
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</tbody>
</table>
OBJECTIVES:

- Develop insight into different types of mental illnesses, their causes, manifestations and management.
- Develop a critical perspective of healthcare and services and programmes in the context of health and mental health scenario in the country
- Understand the relevance, nature and types of social work interventions in mental health.

UNIT I: Concept of Diseases, Health and Well-Being

- Illness and Disease; Health and public health Mental health and Public Mental Health:
- Wellbeing and Quality of life
- Health as an aspect of social development, Health status indicators and mapping in the community
- Health scenario of India: epidemiology and etiology of major communicable and non communicable diseases
- Nutrition and malnutrition,
- Classification of mental and behavioural disorders – DSM-IV and ICD systems
- Aetiology of mental and behavioural disorders
- Psychoactive substance use disorders, Schizophrenia, Mood disorders, Generalized Anxiety Disorders Stress related disorders, Child and adolescent mental health problems

UNIT II: Healthcare Services and Programmes

- Structure of healthcare services in India: Primary, secondary and tertiary level healthcare structure and their functions
- Primary healthcare: Availability, affordability and accessibility of healthcare services.
- Health planning and policy: National health policy, 2002
- Health planning in the country - Five year plans
- Reproductive Child Health: Concept, components and strategies. Reproductive Rights.

Unit III: Mental Healthcare Services and Scope of Social Work Intervention

- Mental Healthcare scenario in India
- Community mental health: Primary mental health care, community initiatives, and deinstitutionalisation of psychiatric services
- National and District mental health programme
- Mental Health Act, 1987
- Mental health extension, intersectoral collaboration and NGO
- Innovative approaches to mental health care (The Banyan, SCARF)
- History of social work practice in mental health: Evolving roles of social worker in mental health services ; Clinical and Non- Clinical social work practice Use of Social Work Methods in Prevention, Promotion , management and Rehabilitation of persons with Psychiatric Illness.

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Voluntary Health Association of India 1995  *Reproductive Health and Reproductive Rights*. New Delhi: VHAI.


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<td><em>The ICD-10 Classification of Mental and Behavioural Disorders.</em></td>
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OBJECTIVES:

- Understand HIV/AIDS pandemic as a health and development issue
- Understand the social dimension of HIV/AIDS and learn to deal with its consequences in the best interest of People Living with HIV/AIDS (PLHA)
- Learn different prevention strategies for general population as well as people at higher risk of HIV infection
- Learn social work profession’s response to HIV/AIDS and PLHA

COURSE CONTENTS:

UNIT I: Social Dimension of HIV/AIDS

- The pandemic of HIV/AIDS: extent of the problem, routes of transmission, nature and progression of the disease
- Changing demographics of age, class, gender and ethnicity of HIV/AIDS pandemic
- Feminization of the pandemic
- HIV/AIDS as a development issue: MDG plan of action for control of HIV/AIDS
- Stigma, prejudice and discrimination faced by PLHA and their family members
- Behaviour change communication for safer sex practices among special populations
- Prevention strategies and programmes for the general population, in occupational settings
- Challenges faced in Cultural, ideological, religious contexts.
- Targeted Interventions among high-risk groups like people in same sex relationships, injecting drug users, sex workers, truck drivers, transgendered people etc.

UNIT II: Care and Support for PLHA

- Current and experimental treatments/protocols (ART/HAART) and adjunctive therapies, control and treatment of opportunistic infections, issues impacting treatment electives
- Community based HIV/AIDS Care and Support for PLHA
- Greater Involvement of people with AIDS (GIPA) and PLHA Networks: NGO response and network of positive people. GIPA Models
- Components of comprehensive care: psychosocial support, nutritional and healthcare support, palliative care, care and support of orphans
- Politics of AIDS: historical account of government, agency and community responses
- Human rights and legal issues in HIV/AIDS
- Dept. of AIDS Control and State AIDS Control Societies, NGO Interventions And Networks
- National AIDS prevention and control policy

UNIT III: HIV/AIDS and Social Work Interventions

- Pre and post test counselling
- Crisis intervention and grief counselling of the survivors especially spouse and children
- Working with families of the affected persons (spouses, children, parents etc.)
- Advocacy, community mobilization, lobby efforts and networking with AIDS Service Organizations (ASO)
- Social Work Manifesto on HIV/AIDS (IFSW): a Case Study
- Ethics in social work practice with PLHA

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SW 521 -Urban Community Development

OBJECTIVES:

- Understanding urban communities and urban planning and development.
- Develop sensitivity and commitment to the rights of vulnerable groups in urban communities.
- Develop skills necessary for community development work in urban settings.

COURSE CONTENTS:

Unit I: Urban Communities and Urbanization

- Urban Communities: Types and features
- Historical formulation of urbanization: level of urbanization and urban infrastructure in India
- Causes and consequences of urbanization and unplanned urban growth
- Slum: concept, factors contributing to slum development, consequences and issues around evictions and relocation.

Unit II: Urban Poor

- Urban poor: Identity and location
- Issues of citizenship and differential treatment by the state-powerless citizenry, denial of rights-exclusion and inclusion
- Challenges and electives for the urban poor: food security, housing, labor participation and the unorganized sector
- Urban basic services for the poor, the privatization process and its impact on the urban poor and the marginalized.

Unit III: Urban Development Programmes

- Urban planning: features and contours, various models
- Urban development programmes in India
- 74th constitutional amendment and the role of urban local bodies
- Urban Reforms: resource mobilization efforts, regulatory framework, fiscal incentives and city restructuring
- National Urban Renewal Mission-vision, scope and critique.

Unit IV: Emerging Concerns

- Urban growth management: Meaning and approaches
- Strategies of Local economic development
- Development thrust and direction of the Indian state: The need for a national urban policy
- Informal economy, self-employment, unorganized sector and entrepreneur development.
- Urban space, housing and right to shelter.

Unit V: Participation, Action and Advocacy

- People’s participation: Concept, importance, scope and problems
- Social action and advocacy in urban development: Public distribution systems –
act and reforms, right to information and accountability

- Civil society organizations and initiatives for urban community development
- Case studies of best practices.

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- **Chaubey, P.K.** 2004 *Urban Local Bodies in India.* New Delhi: Indian Institute of Public Administration
- **Kundu, A.** 1993 *In the Name of Urban Poor.* New Delhi: Sage Publications.
- **Kundu, A.** 2000 *Inequality Mobility and Urbanisation.* New Delhi: Indian council of Societal Science Research and Manak.
- **Sharma, K.** 2001 *Rediscovering Dharavi.* New Delhi: Penguin

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- **De Wit, J.** 1997 *Decentralisation Empowerment and Poverty Alleviation in Urban India: Roles and Responses of Government, NGOs and Slum
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SW 522 - Rural and Tribal Community Development

OBJECTIVES:

- Understand social structure, social relations and institutions in rural communities
- Develop sensitivity, commitment, and skills to influence critical issues in rural communities
- Understand the policies, programmes and approaches of rural community development
- Understand the concepts to examine social phenomenon among tribes in India.
- Understand the Tribal Society in North East India
- Develop skills to analyse tribal society and change among them.
- Acquire knowledge about the contribution of Governmental and Non-governmental Organizations for tribal development.

COURSE CONTENTS:

UNIT I: Understanding Rural Communities

- Rural communities: Issues of identity and diversity
- Dynamics of the rural society: Caste, class, Tribe and gender relations; power, conflict and control
- Agrarian relations and land reforms
- Migration: nature, pattern and implications

UNIT II: Rural Community Development

- Rural community development: Concept, nature, philosophy and historical context
- Approaches to rural community development
- Developing and strengthening Community Based Organizations

UNIT III: Community Development Policies and Planning

- Policy instruments for rural development: National policy on agriculture, Forest policy
- Democratic decentralization and empowerment: Dynamics and functioning of Panchayati Raj
- Rural micro level planning, Tools, approaches and types
- Rural development in Five Year Plans

UNIT IV: Tribal Society in India

- Definition and Characteristics of Tribal Society
- Economic, Social, Political and Cultural Problems of Tribal Life
- Distribution of tribal population in India, Classification of tribal regions,
- Tribal Society in North East India
- Land Alienation; Indebtedness; Poverty; Migration in the context of Tribal of India

UNIT V: Development of Tribal in India

- Government Programs since Independence and their Impact on Tribal Societies,
- Programs of NGO’s and their Impact on Tribal Societies.
- Tribal upliftment measures, Protective, Mobilization, Developmental
- New strategy for Tribal development; Tribal sub-plan
- Tribal Movements: Agrarian Movements; Ethno-Political movements

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Burman, B.K 1994  *Tribes in Perspective*. New Delhi: Rawat

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Amita.B. 1995  *In the Valley of the River: Tribal Conflict over Development in the Narmada Valley*. New Delhi: Oxford University Press
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SW 531 -Occupational Social Work

OBJECTIVES:

- Understand changing profile of industrial and non-industrial workers
- Provide an understanding of working conditions and conditions of work as well as workers’ problems
- Provide an insight on problems of unorganised workforce, social security measures and welfare issues to work related issues
- Learn social work response to workplace interventions for workers’ welfare

COURSE CONTENTS:

Unit I: Work and Workers’ Profile

- Occupational social work-history, scope, principles, and components
- Changing profile of work force in organised and unorganised sector-issues, and concerns
- State, political economy and work force: Changes in the labour policy-effects on work force, trade unions-changing role, politics and working class
- Concept of work, employment and decent work
- Explanation asked for decent work

Unit II: Problems of Workers

- Problems affecting work life: absenteeism, alcoholism, burnout, job insecurity
- Social life of workers and problems having bearing on work life: indebtedness, housing, livelihood and access to basic services
- Contemporary issues-closure/merger, rationalisation and automation, casualisation, disinvestments, VRS
- Workers in unorganised sector: Issues, problems and government initiatives

Unit III: Working Conditions and Conditions of Work

- Physical and mechanical environment-provisions of Factories Act
- Working conditions and problems at workplace: alienation, monotony, fatigue and boredom amongst organised sector workforce; accidents- causes, prevention and compensations
- Conditions of work: Wages, dearness allowances, perks and incentives, leave, holidays,
- Social security measures for organised and unorganised sector

Unit IV: Welfare Measures and Social Response

- Statutory and non statutory welfare measures for workers in unorganised sector
- Employee assistance programmes- nature, scope, philosophy, models, services,
- Corporate social responsibility–policies, programmes and practices

Unit V: Emerging Issues and Concerns
• Issues and concerns of construction workers, agricultural workers, child workers; statutory and non-statutory initiatives,
• Unionisation of workers- historical overview, legislations, alliances and network for organising the unorganised
• Specific issues and concerns of women employees, persons with disability and employees on contract basis.

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Bhagoliwal, T.N. 2002 *Economics of Labour and Industrial Relation*. Agra: Sahitra Bhawan
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</table>
SW 532 - Organizational Behavior

OBJECTIVES:

- Develop understanding of industrial organizations and organizational behaviour
- Provide requisite legal base to deal with issues related to human resources
- Learn the processes and concerns for employee development in the context of globalization
- Develop appropriate skills and competencies in managing human resources

COURSE CONTENTS:

Unit I: Human Relations in Organizations

- Industrial organization as a sub system of society
- Human relations in industry - history, determinants, reflectors and prospects
- Role of State as third party in industrial relations, Collective bargaining
- Trade unionism – historical development, strengths and weaknesses, law relating to trade unions
- Problems and status of Trade unionism in post globalization period,

Unit II: Developing Human Resources

- HRD: concept, goals, approaches, and management of change
- HRM: Evolution, goals and approaches
- HRD sub systems: Human resource planning, recruitment, selection, induction, retention, performance management, retirement and redeployment, exit strategies,
- Learning organization- concepts, methods and practices,
- PERT, CPM, TQM, Kaizen, Six sigma

Unit III: Organizational Behaviour

- Organizational Behaviour: concept and theories
- Leadership- traits, typology, and theories
- Organization Climate and Team building
- Motivation: need, significance, theories, methods and practices
- Communication- concept, significance, modes, channels, impact
- Employee counseling, Work life balance, managing occupational stress

Unit IV: Legal Base for Practice

- Legislations for industrial relations- Factories Act, Industrial Dispute Act, Industrial Employment Standing Orders Act,
- Legislations related to Wages – Minimum Wages Act, Payment of Wages Act, Equal Remuneration Act, Payment of Bonus Act:
- Provisions related to employees behaviour – Madhya Pradesh Industrial Relations Act: discharge, misconduct, domestic enquiry and disciplinary action; Sexual harassment at work place, employees with HIV/AIDS
- Legislations related to employment- Inter-state Migrant Worker’s Act, Contract Labour Act,

Unit V: Workforce and Globalization
- Globalization and industry: Issues and challenges
- Industrial restructuring and the employee response-emerging concerns
- International Labour organization and international commitment.
- Impact of changing economic scenario on workers and work organizations – downsizing, displacement, rehabilitation, employment, employees benefits,
- Legislations related to Social security, salient features, changing focus and location; neo-liberalism

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Sivananthiran A. & Venkatratnan, C.S. 2003 *Prevention and Settlement of Disputes in India.* ILO Subregional Office for South Asia and IIRA, New Delhi

Sivananthiran, A & Venkatratnan, CS 2005 *Social Dialogue at Entrepreneurial Levels – Successful experiences* ILO Subregional Office for South Asia and IIRA, New Delhi
OBJECTIVES:

- To understand the concept of personality development
- Understand the concepts of Leadership, Conflict Management, Stress Management and Team Building
- Understand and develop skills of Time Management and Motivation
- Develop appropriate skills and competencies for the development of personality

Unit I: Introduction

- Definition of Personality, Determinants of Personality- biological, psychological and socio-cultural factors.
- Theories of Personality: Freud’s Psychoanalytic Perspective: The Unconscious and Divisions of the Mind, Ego-Defense Mechanisms, Psychosexual Stages of Development;
- Behaviorist Perspective: Skinner’s Operant Conditioning
- Cognitive Perspective: Lewin’s Field Theory,

Unit II: Leadership, Interpersonal Relations and Communication

- Introduction to Leadership, Leadership Power, Leadership Styles, Leadership in Administration.
- Communication, Flow and barriers of Communication, Listening,
- Spirituality and its role in personality development
- Stress: Causes, Management and Impact
- Groups in organization, Interactions in group, Group Decision Taking, Team Building,

Unit III: Conflict Management and Time management

- Cultural and Ethnic Differences in Personality
- Conflict: Causes, consequences and Management, Frustration and Anger management,
- Time as a Resource, Identify Important Time Wasters, Individual Time Management Styles, Techniques for better Time management
- Motivation, Relevance and types of Motivation, Motivating the subordinates, Analysis of Motivation

TEXTBOOKS:

Hergenhahn, B. R., & Olson., M. H. 2003 An Introduction to Theories of Personality New Jersey: Prentice-Hall.


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<td>1988</td>
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<td>Oxford: Blackwell</td>
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<td>Morden, T.</td>
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<td>Stipek, D. J.</td>
<td>1993</td>
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<td>Boston: Allyn &amp; Bacon</td>
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<td>Cleveland, J.N. &amp; Murphy, K.R.</td>
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<td>“Analyzing performance appraisal as goal-directed Behavior” in In G. Ferris and K. Rowland (Eds.), Research in personnel and human resources management</td>
<td>Greenwich, CT: JAI Press</td>
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<td>Miner, J. B.</td>
<td>2005</td>
<td><em>Organizational Behavior I: Essential Theories of Motivation and Leadership</em></td>
<td>Armonk: M.E. Sharpe</td>
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<td>Shashi, J.</td>
<td>2000</td>
<td><em>Introduction to Psychology</em></td>
<td>New Delhi: Kalyani</td>
</tr>
</tbody>
</table>
Objectives:

- Understand the concept of communication in the context of development
- Acquire skills and enhance the capacities for effective communication
- Application of development communication tools in practice.

Unit 1: Understanding Communication

- Communication: concept, principles and its significance
- Process of Communication, Forms of communication: Verbal, non-verbal and written.
- Self Awareness in communication
- Barriers to communication
- Communication competencies to work in diverse settings
- Role of media in development

Unit II: Media for Effective Communication

- Information, Education and Communication - types, relevance, effective usage
- Group Media: Concept, manufacture and use of different media for a campaign - photos, posters, puppets, flash cards, street play,
- Electronic Media: strengths and limitations of internet as a tool for development, use of social networking, e-databases, blogs and virtual libraries as personal spaces and resources for campaigns; Social networking: Face book, twitter, Blog, Websites and emails
- Folk Media: Definition, types, problems faced in using folk media
- Alternative media: Definition and usage

Unit III: Mass Communication for Development

- Print Media - News courses, Magazines, Journals: Historical role of each medium in development, current trends in each medium, strengths and limitations of each medium as a tool for development, effectiveness of each medium for advocacy
- Audio-Visual Media - Radio, Advertisements, TV, Cinema: Growth and changing focus of each medium in India, analysis of development programs in each medium, strengths and limitations of each medium as a tool for development,
- Songs and Drama Division, DAVP, Prasar Bharti, Community radio, attitudes and values conveyed by advertisements and TV programs, appeals used in advertisements, image-making and construction, brand-building, social relevance of advertisements, critique of the role of media in projecting and propagating particular images, censorship and state control in cinema, documentaries, viewing culture
- Propaganda, Gossip, public opinion, and role of mass communication in social Change; Media ethics,

TEXTBOOKS: :

**BOOKS/REFERENCE**

Association of Business 2010  *Self awareness and personal Development*, British Partners Business Professional Skills Development

Bhatnagar, P 2008  *Verbal and Nonverbal Communication*, Rajat Publications

Hoppe, Michael.H 2006  *Active Listening: Improve your ability and lead, Strategies*, Atlantic


Narula, Uma 2006  *Handbook of Communication: Models, Perspective, Strategies*, Atlantic

Singh, Surendra 2003  *Communication in Organisations*’ Bharat Book Co Lucknow

Sinha, Mosam 2011  *Verbal and Nonverbal Communication*, Pointer Publishers


OBJECTIVES:

- Understand the concept of Human Rights and the emergence of rights based perspective in social work practice
- Apply human rights framework for understanding issues and concerns affecting society
- Develop appropriate attitudes and commitment required to work for a just and equitable society

COURSE CONTENTS:

Unit I: Human Rights - Theoretical Orientation and instruments

- Concept and historical context of Human Rights
- Theories and philosophy of human rights: Political systems and Paradigms
- The Universal Declaration of Human Rights, 1948
- International Covenant on Civil and Political Right
- International Covenant on Economic, Social and Cultural Right
- Declaration on the Rights of the Child and Convention on the Rights of the Child
- Declaration on the Elimination of all forms of intolerance and of discrimination based on religion or belief

Unit II: Human Rights in the Indian context

- Indian Constitution: Fundamental rights and duties, Human Rights - concern and evolution in India
- Human rights and vulnerable constituencies (Children, Women, Minorities, Indigenous population, Refugees, Dalits, Persons with disability, Slum dwellers)
- Human right issues under globalization - Trade and Labour; Development, Hunger, Poverty, Migrant workers and Labour rights.
- Mapping conflict zones and human right violations in contemporary India

III: Human Rights: agencies and practice

- National and State Human Rights Commission and its role
- International human rights agencies: Amnesty International, Human Rights Watch
- Non-judicial enforcement of Human Rights (Human Rights Monitoring and Reporting, Humanitarian intervention), Case laws
- Rights based perspective in social work practice
- Human rights activism and civil society initiatives in India - PUCL and PUDR

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**Supplementary Readings**

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Semester IV

SW 551 - Social Advocacy and Social Action

OBJECTIVES:

- Imbibe values and commitment for the people on the margins
- Understand the concepts relevant for application of social action and social movement in responding to the critical social reality
- Apprise and develop skills in the use of various approaches and techniques relevant to social action and movements

COURSE CONTENTS:

Unit I: Social Action: concept, models and agents

- Concept and history of social action and social movements,
- Social action as a method of social work intervention, Strategies for social action,
- Models: Paulo Freire, Saul Alinsky, Gutiérrez
- Pressure groups, non-party political formations
- Advocacy and Public Interest Litigation-steps and processes

Unit II: Social Movements, Social Action and Social Change

- Social Movements: types (Old and New) and elements (Ideology, Structure, leadership, processes and outcomes)
- Theories of social movement,
- Analysis of ideology and approach of: A) Gandhi, Martin Luther King Jr. B) Frantz Fanon, Subcomandante Marcos, Malcolm X and Che Guevara

Unit III: Social Movements in India

- Movement Analysis- Mapping radical action and radical movement for social change-protest tactics
- Peasant, Dalit, tribal, students, backward class, students, women, movements (one case study from each)
- Disability, environment, LGBT, movements (one case study from each)
- Movement against Corruption, globalization,

TEXTBOOKS:

BOOKS/REFERENCE:


Supplementary Readings

**Course 561 - Therapeutic Counseling  2- 0-0-2**

**OBJECTIVES:**
- Understand the nature and goals of counseling as a helping process
- Understand the theoretical base underlying counseling practice
- Develop attitudes and inculcate values that enhance investment of self in the counselor’s role.
- Learn to apply counseling skills while working with clients in various setting

**COURSE CONTENTS:**

**UNIT I: Foundations of Counseling**
- Counseling as a helping process: Meaning, nature and goals.
- Philosophic bases of counseling
- Principles of Counseling
- Application of counseling in social work practice. Group and individual counseling.
- Qualities of an effective counselor
- Counselor’s roles and functions in the counseling process
- Self-awareness and its place in counseling: Beliefs, attitudes, and value orientations
- Ethical Issues: code of ethics for counselors
- Professional burnout: Causes and remedies

**UNIT II Counseling Techniques and Procedures**
- Approaches in Counseling: Psychoanalytic, Humanistic, Cognitive and Behavioural.
- The counseling relationship: Relationship as the medium of facilitating change
- Skills and Techniques of counseling
- Phases of counseling
- Termination of counseling: Indications and contraindication, and the process

**UNIT III Counseling Practice in Different Settings**
- Counseling of children: developmental needs and age-related issues; Special problems of physical and sexual abuse, and substance abuse
- Crisis Counseling: theory, methods and techniques of crisis intervention
- Marriage and Family Counseling: Techniques and process
- Alcoholism Counseling: Motivational Intervention for sobriety
- Counseling Older Persons : Techniques and Process
- Substance Abuse : Counseling for management and Intervention
- HIV/AIDS counseling: pre and post-test counseling, grief counseling
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<td>Hoffman, M.A.</td>
<td>1996</td>
<td>Counseling Clients with HIV Disease</td>
<td>New York: Guilford Press</td>
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<td>British Association for Counselling</td>
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<td>Code of Ethics and Practice for Counselling</td>
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<td>Milner, P. &amp;</td>
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<td>Stone, S.C</td>
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SW 562 - Hospital Administration

OBJECTIVES:

- Familiarize and understand the scope of Hospital Administration
- Enable to earn the knowledge, skills and techniques required for working within hospitals in administration

COURSE CONTENTS:

Unit I: Introduction to Hospitals

- Introduction to Health Care and Health Care System in India
- Hospitals: Concept, Services and Functions
- Types of Hospitals: Govt., Private, Single/ Super Specialty, Trust, Nursing Homes, Profit & not for profit Hospitals
- Public Private Partnership in Health Care

Unit II: Policies and Programmes

- National Health Policy: GoI, 1983 & 2002
- NRHM & Major Health Programmes in India
- Legislations in India governing Health Care
- Millennium Development Goals
- Hospital Waste Management

Unit III: Scope of Hospital Administration

- Hospital Administration: Scope, Functions and Services
- Human Resources Planning and management
- Patient Management, Patient Satisfaction and Accountability
- Hospital Information System
- Disaster Management and Crises handling

TEXTBOOKS:


OBJECTIVES

- Familiarize students with the scope of Corporate Social Responsibility (CSR)
- Enable students with the knowledge, skills and techniques required for working in corporate houses.

COURSE CONTENTS:

Unit I: Introduction to CSR

- Business Houses: concept, functions and services
- The debate on business and human rights
- Corporate Social Responsibility: concept, services functions & stages
- Values, Ethics and Corporate Social Responsibility
- Stakeholders in CSR

Unit II: Main ILO instruments on CSR

- The ILO Tripartite Declaration of Principles concerning Multinational Enterprises and Social Policy
- The ILO Declaration on Fundamental Principles and Rights at Work
- The ILS system

Unit III: Challenges

- Roles, practices and challenges on CSR for governments, employers, workers and other actors
- Challenges in CSR
- Social Work and CSR
- Case Studies and Good Practices in India

TEXT BOOKS


SW 571 – Disaster Management

OBJECTIVES:
- Develop understanding of disasters and disaster management
- Acquire a critical perspective of the policy framework, institutional structures and programmes for disaster management in India
- Understand the process and techniques of empowering communities in disaster preparedness and mitigation
- Learn the nature and scope of psychosocial care in disaster management

COURSE CONTENTS:

Unit I: Conceptual Framework: Disaster Vulnerability and Risk
- Hazard, Risk, Vulnerability, resilience and Disaster; Natural and Human made Disasters
- Impact of disasters: Physical, economic, political, psychosocial, ecological, and others;
- Development induced disasters.
- Risk and vulnerability assessment with special emphasis on participatory tools and techniques.
- Disaster Management Cycle and its components; paradigmatic shift in disaster management; Integration of disaster management and development planning

Unit II: Disaster Management Initiatives and Community Interventions
- Disaster Management Policy and programmes in India; National Disaster Management Framework. National Guidelines on Psychosocial support and mental health services in disasters.
- Community Based Disaster Preparedness (CBDP) and Community Based Disaster Management (CBDM), Community based risk management and response plans; Building disaster resilient communities.
- Community participation in managing and mitigating disasters, Stakeholder participation in disaster management.

Unit III: Social work Interventions and Psycho-social Care
- Prevention and disaster preparedness, mitigation; 3R’s- rescue, relief and rehabilitation; Contingency planning and crisis management
- Restoration and rehabilitation interventions, livelihood security and social justice concerns in disaster recovery and reconstruction
- Compensation and related issues in disaster management
- Mental health consequences of disaster: grief reactions, post-traumatic stress disorders, grief counseling with survivors
- Specific psychosocial needs of vulnerable groups like children, women, older persons and persons with disability
- Management and training of care givers, Social care of orphans, disabled and those facing destitution

TEXTBOOKS


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Misra, G.K., & Mathur, 1995  *Natural Reduction*. New Delhi: Reliance Publishing House and
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OBJECTIVES:

- Understand situations of conflict, violence and conflict zones from across the world
- Learn to intervene from early warning to post-conflict reconstruction and restoration
- Learning from peace building initiatives

COURSE CONTENTS:

Unit I: Understanding Conflict

- Concepts: conflict, violence, riot, feud, rebellion, genocide, pogrom and peace, non-violence
- Sources and causes of conflict (race/ethnic, regional, linguistic, caste and religious); National, Sub-national and autonomy movements
- Conflict as a historical process; Processes and Stages of conflict; Actors involved – timing, targets, setting, symbols
- Theoretical understanding of conflicts: Max Gluckman, Paul Brass

Unit II: Conflict in Plural Societies

- Instances of inter and intra-state conflict-identity/rights/claims over land, water etc.
- Instances of communal/ethnic/caste/racial conflict from India(with special reference to North East Indian states ) and other conflict sites from across the globe
- Characteristics of plural societies and conflicts,
- Role of hegemonic states,

Unit III: Peace Building Efforts and Strategies

- Reconstruction and Rebuilding in conflict-torn societies,
- Peace Building: The role of state and its critique, and civil society sectors; Social work interventions for Peace building, role of organizations such as UNO in promoting peace
- Models and illustration on conflict mitigation and peace building from-Sri Lanka, India, Northern Ireland, Bosnia-Herzegovina, Chechnya etc
- Peace building through movement- Locating women and youth in Peace Movements, indigenous actors in Peace Building

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<td>Robinson, Rowena</td>
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Supplementary Readings

SW 581 - Labour Legislation

OBJECTIVES:

- Develop understanding of requisite legal base to deal with issues related to workers

COURSE CONTENTS:

Unit I: Work, Workers’ Profile and Problems of Workers

- Concept of work, employment and decent work, Explanation asked for decent work
- Changing profile of work force in organized and unorganized sector-issues, and concerns
- Problems affecting work life: absenteeism, alcoholism, burnout, job insecurity
- Social life of workers and problems having bearing on work life: indebtedness, housing, livelihood and access to basic services

Unit II: Protective Provisions for workers and International Perspectives

- Labour in the Constitution in India and labour policies
- Factories Act, Mines Act and Plantation Labour Act
- Legislations related to Wages – Minimum Wages Act, Payment of Wages Act, Equal Remuneration Act, Payment of Bonus Act:
- International Labour organization and international commitment.

Unit III: Legislations for industrial relations

- Industrial Dispute Act, Industrial Employment Standing Orders Act, Trade Union Act
- Provisions related to employees behaviour – Madhya Pradesh Industrial Relations Act : discharge, misconduct, domestic enquiry and disciplinary action; Sexual harassment at work place, employees with HIV/AIDS

Unit IV: Social security Legislations

- Employees Provident Fund Miscellaneous Provisions Act,
- Employees State Insurance Act
- Maternity Benefit Act
- New Initiatives on Pensions schemes
- Legislations related to employment- Inter-state Migrant Worker’s Act, Contract Labour Act, Construction workers

Unit V: Emerging Issues and Concerns

- Industrial restructuring and the employee response-emerging concerns
- Impact of changing economic scenario on workers and work organizations – downsizing, displacement, rehabilitation, employment, employees benefits
- Contemporary issues-closure/merger, rationalization and automization, casualization, disinvestments, VRS
- Occupational social work-history, scope, principles, and components

**TEXTBOOKS:**


Bhagoliwal, T.N. 2002 *Economics of Labour and Industrial Relations.* Agra: Sahitra Bhawan

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**Supplementary Readings**


Dutt, R. & Sundaram, K.P. 2005 *Indian Economy,* New Delhi, Sultan Chand & Co.


Monappa, A. 2000 *Managing Human Resources,* New Delhi, M C Millan

Papola T S & Sharma A N 1999 *Gender and Employment in India,* New Delhi, Vikas Publishing House

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<td>Labour Institute</td>
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<td>Vol. X No. 2 December 2004</td>
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OBJECTIVES:

- Learn the processes and concerns for employee development in the context of globalisation
- Develop appropriate skills and competencies in managing human resources

Unit I: Human Relations in Organisations

- Industrial organization as a sub system of society
- Human relations in industry- history, determinants, reflectors and prospects
- Role of State as third party in industrial relations, Collective bargaining
- Trade unionism – historical development, strengths and weaknesses, law relating to trade unions
- Problems and status of Trade unionism in post globalization period,

Unit II: Developing Human Resources

- HRD: concept, goals, approaches, and management of change
- HRM: Evolution, goals and approaches
- HRD sub systems: Human resource planning, recruitment, selection, induction, retention, performance management, retirement and redeployment, exit strategies,
- Learning organization- concepts, methods and practices,
- PERT, CPM, TQM, Kaizen, Six sigma

Unit III: Organizational Behaviour

- Organizational Behaviour: concept and theories
- Leadership- traits, typology, and theories
- Organization Climate and Team building
- Motivation: need, significance, theories, methods and practices
- Communication- concept, significance, modes, channels, impact
- Employee counseling, Work life balance, managing occupational stress

Unit IV: Welfare Measures and Social Response

- Statutory and non statutory welfare measures for workers in unorganized sector
- Employee assistance programmes- nature, scope, philosophy, models, services,
- Corporate social responsibility–policies, programmes and practices

Unit V: Emerging Issues and Concerns

- Issues and concerns of construction workers, agricultural workers, child workers; statutory and non-statutory initiatives,
- Unionization of workers- historical overview, legislations, alliances and network for organizing the unorganized
- Specific issues and concerns of women employees, persons with disability and employees on contract basis.
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<td>2002</td>
<td><em>Industrial Law,</em> Lucknow Eastern Book Company</td>
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<td>Sivananthiran A. &amp;</td>
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<td><em>Prevention and Settlement of Disputes in India.</em> ILO Subregional Office for South Asia and IIRA, New Delhi</td>
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<td>Venkatratnan, C.S.</td>
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<td>2005</td>
<td><em>Social Dialogue at Entrepreneurial Levels – Successful experiences</em> ILO Subregional Office for South Asia and IIRA, New Delhi</td>
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<td>Venkatratnan, CS</td>
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OBJECTIVES:

- Develop understanding of the concept and philosophy of social defence and correctional services.
- Develop practice skills in prevention, correction and rehabilitation work in social defence.
- Understand the philosophy, approaches and relevance of community based programmes in social defense.

COURSE CONTENTS:

Unit I: Crime and Correctional Services

- Crime: concept, causation and its relation to social problems
- Theories of crime and punishment
- Changing dimensions of crime
- Correctional services: concept, philosophy and changing perspectives

Unit II: Concept, Nature and Scope of Social Defense

- Social Defense: Concept, Philosophy and changing dimensions
- Children in need of care and protection, Juveniles in conflict with law, Street and working children, older persons, offenders
- Crimes against children, women and older persons
- Alcoholism and drug abuse

Unit III: Social Defense Legislation and Criminal Justice System

- Introduction to Indian Penal Code, Criminal Procedure Code and Indian Evidence Act
- Narcotic Drugs and Psychotropic Substances Act 1986, Prisons Act, Prisoners Act
- Criminal Justice System: Components, Processes and Perspectives – Police, Prosecution, Judiciary and Correctional institutions

Unit IV: Correctional services

A. Institutional Correctional Services-structures, functions and limitations

- Prisons, Observation Homes, Children homes
- Special homes, Beggar homes, Rescue homes, Drop-in-shelters
- Short-stay homes, Protective homes, Half-way homes, De-addiction centres etc.

B. Non-institutional Services

- Probation and Parole
- Community correction programmes: Role of police, judiciary and voluntary organizations
- Community based programmes: Adoption, foster-care, sponsorship, child-guidance, family counseling, crisis intervention centres, helplines, neighbourhood and mutual-help groups.
- After care, intensive after care, reintegration and follow up.

Unit V: Emerging Issues in Social Defence

- Victimology: Study of victims of crime, victim compensation, victim support services.
- Concept of Restorative Justice.
- Application of UN Standards, Human Rights Perspective and early diversion approach to prevention of crime

TEXTBOOKS:


BOOKS/REFERENCE


Supplementary Readings

Sen, M. 2002 Death by Fire: Sati, Dowry Death, and Female Infanticide in Modern India. Rutgers University Press.


Zaplin, R.T. 1998 *Female Offenders: Critical Perspectives and Effective Interventions.* Gaithersburg, MD: Aspen Publishers
SW 592 - Disability Studies  

OBJECTIVES:

- Understand issues and concerns related to persons with disability and their caregivers
- Critically appraise theoretical and conceptual perspective with regard to disability and appropriate sources of research evidence in order to inform effective assessment, decision making and interventions
- Facilitate the integration and synthesis of theoretical concepts and social work tasks

COURSE CONTENTS:

Unit I: Disability: Nature and Dimensions

- Definitions: Impairment, Disability and Handicap.
- Incidence and prevalence of disability: National and international perspectives
- Disability: Classification, causes, needs and problems.

Unit II: Living with Disability

- Societal attitude toward Persons with Disability (PWD): Stigma, discrimination, oppression and social exclusion
- Psychosocial factors and coping with disability
- Human rights violations and protection of rights

Unit III: Services and Programmes

- Critical analysis of various legislations (RCI Act, PWD Act & National Trust Act)
- Existing services and programmes for persons with disabilities: Role of government and NGO
- Disability Movement-historical perspective, national and international milestones, from welfare to right based approach, PWD as consumer
- Mainstreaming: Philosophy and strategies
- Inclusive Education: Models

Unit IV: Rehabilitation of Persons with Disabilities

- Prevention of disabilities at primary, secondary and tertiary level
- Rehabilitation services for the PWD (Educational, vocational, economic & social)
- Multidisciplinary framework of disability work: Roles and functions of professionals
- Community based rehabilitation: Philosophy, approaches and programmes

Unit V: Social Work Intervention.

- Social work intervention for prevention and rehabilitation
- Disability counseling: Components, approaches
- Institutional and non institutional and community settings
- Influencing societal attitudes: Empowerment ideology as social intervention
Networking and advocacy-approaches, strategies and processes.

**TEXTBOOKS**


**BOOKS/REFERENCE**


Karna, G.N. 1999 *United Nations and the Rights of Disabled Persons: A Study In Indian Perspective,* New Delhi:

Kundu C.L (ed) 2003 *Disability status India,* New delhi, Rehabilitation Council of India.


**Supplementary Readings**


<table>
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<th>Author(s)</th>
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## Semester IV  Course 453 - Corporate Social Responsibility

### M.A. in Social Work

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