M.A PROGRAMME IN SOCIAL WORK

(Specialization in Human Resources Management, Development Management and Medical and Psychiatric Social Work)

PROGRAMME OF STUDY

(As Approved by the Academic Council wide

Appendix ____2019)

DEPARTMENT OF SOCIAL WORK
THE AMERICAN COLLEGE
MADURAI – 625 002

2019

Course No.	COURSE TITLE	Hrs/wk	Credits	Marks
SEMESTER I				
MSW 4401	Introduction to Social Work Profession	6	4	80
MSW 4403	Sociology for Social Work Practice	5	4	80
MSW 4405	Psychology for Social Work Practice	5	4	80
MSW 4407	Social Case Work Practice	5	4	80
MSW 4509	Life Skill Competencies and Field Visits	9	5	100
SEMESTER II				
MSW 4402	Social Group Work Process	5	4	80
MSW 4404	Community Organization and Social Action	5	4	80
MSW 4406	Social Welfare Administration and Policy	5	4	80
MSW 4408	Social Research and Statistics	6	4	80
MSW 4510	Preparatory Field Work – Block Placement	9	5	100
SEMESTER III				
MSW 5401	Human Rights Perspectives for Development	5	4	80
MSW 5403	Disaster Management	5	4	80
MEDICAL AND PSYCHIATRIC SOCIAL WORK (Specialization - I)				
MSW 5431	Introduction to Health and Health Care Systems	5	4	80
MSW 5433	Fundamentals of Mental Health	5	4	80
MSW 5435	Disability Management	5	4	80
MSW 5437	Block Placement for Medical And Psychiatric Social Work I – Field Work	5	4	80
DEVELOPMENT MANAGEMENT (Specialization - II)				
MSW 5451	Rural Development in India	5	4	80
MSW 5453	Livelihood and Social Enterprises	5	4	80
MSW 5455	Introduction to NGO Management	5	4	80
MSW 5457	Block Placement for Development Management I – Field Work	5	4	80
HUMAN RESOURCE MANAGEMENT (Specialization - III)				
MSW 5471	Human Resource Management – I	5	4	80
MSW 5473	Industrial Relations and Labour Legislations in India	5	4	80
MSW 5475	Organizational Behavior	5	4	80
MSW 5477	Block Placement for Human Resource Management I – Field Work	5	4	80

	SEMESTER IV			
MSW 5402	Project	5	4	80
MSW 5404	Development Communication for Social Advocacy	5	4	80
MEDICAL AND PSYCHIATRIC SOCIAL WORK (specialization)				
MSW 5432	Medical Social work Interventions	5	4	80
MSW 5434	Psychiatric Social Work Interventions	5	4	80
MSW 5436	Hospital Administration	5	4	80
MSW 5438	Block Placement for Medical And Psychiatric Social Work II – Field Work	5	4	80
DEVELOPMENT MANAGEMENT (specialization)				
MSW 5452	Social Exclusion and Inclusion In India	5	4	80
MSW 5454	Urban Community Development In India	5	4	80
MSW 5456	Ecological Perspectives and Social Work Intervention	5	4	80
MSW 5458	Block Placement for Development Management II – Field Work	5	4	80
HUMAN RESOURCE MANAGEMENT (specialization)				
MSW 5472	Human Resource Management – II	5	4	80
MSW 5474	Organization Change & Development	5	4	80
MSW 5476	Employee Compensation and Administration	5	4	80
MSW 5478	Block Placement for Human Resource Management II – Field Work	5	4	80

Programme Outcomes (PO)

Postgraduate programmes are expected to have developed in postgraduates the following graduate attributes:

1. *Academic Excellence*: Being a member of the academic community with advanced discipline-specific knowledge and professional skills in the relevant field with the prowess to communicate complex ideas and to engage in current critical debates with all sensitivity and fairness.
2. *Higher Order Thinking Skills*: Ability to critically think, analyse, evaluate, and create new knowledge and skills both in the chosen discipline and across other fields.
3. *Subscription to Quality Research*: Ability to design and carry out independent research, to update oneself with current research trends and contemporary inputs in the discipline, and to evaluate research contributions.
4. *Lifelong Learning*: Ability to learn, unlearn, and relearn knowledge and skills in the emerging areas of the field of specialization.
5. *ICT Literacy*: Ability to be digital natives so that they can access a wide range of technologies for personal, academic and professional use and to be members of online communities enjoying the unlimited access blending transparency with accountability and fair practices.
6. *Good Communication*: Ability to participate in public discourse on varied themes and topics in one's mother tongue as well as in English as a global link language.
7. *Individuals as Assets*: To be academically honest, intellectually curious, ethically responsible, professionally competent, and spiritually inspiring citizens.
8. *Civic and Social Responsibility*: Ability to function as matured democratic citizens with participation in issues of equity, gender equality, social justice, sustainable development, and poverty alleviation.
9. *Continuous Professional Development*: Ability to continuously develop oneself professionally and to critically improve one's self with a view to taking appropriate decisions in diverse professional and real life environments.
10. *Global Citizenship*: Ability to work effectively and to live responsibly in a global context of cross-cultural life and capability, to value human diversity and lead life of timeless learning and endless opportunities.

Program Specific Outcome

End of the program the student will able to:

PSO1: Recall and recognize the meaning, principles and methods of social work and its application in the society. *[Social Work Domain Knowledge]*

PSO2: Apply the meaning, principles and methods of social work in the fields of Human Resource Management, Development Management and medical and Psychiatric Social Work. *[Problem Analysis]*

PSO3: Apply various legislations and policies in terms of social welfare and social security. *[Application]*

PSO4: Interpret and translate the use of social work professional methods to extend the skills, tactics and application for societal development. *[Cognitive]*

PSO5: Employ and execute real time remedial measures to the societal need using acquired social work knowledge. *[Demonstration]*

PSO6: Apply ethical principles and commit to professional ethics, values, responsibilities and norms of social work practice. *[Ethics]*

PSO7: Compare and incorporate the acquired social work skills and techniques in the fields of social work. *[Skills and competencies]*

PSO8: Generate new ideas and skills to do independent research through synthesis and analysis of data, enumerate recommendations and demonstrate scholarly writing with presentations skills. *[Research]*

PSO9: Transform creative knowledge, skills, values and ability towards sustainable development for Nation building. *[Sustainable development]*

PSO10: Articulate social consciousness about positive and conducive social processes and to be vigilant towards destructive and negative social processes as a professionally trained social worker. *[Lifelong learning]*

Mapping of Program Specific Outcomes (PSOs) with Program Outcomes (POs)

PSOs \ POs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10
PSO1	√	√	√	√			√	√	√	√
PSO2	√	√	√	√	√			√	√	√
PSO3	√	√		√	√		√	√		√
PSO4	√	√		√				√	√	√
PSO5	√	√	√	√	√	√		√	√	√
PSO6	√	√					√	√	√	√
PSO7	√	√	√	√		√		√	√	
PSO8	√	√	√	√		√	√		√	
PSO9	√	√	√		√	√		√	√	√
PSO10	√	√	√	√	√			√	√	√

Mapping of Program Specific Outcomes (PSO) with Courses

Course Code	PSO1	PSO2	PSO3	PSO4	PSO5	PSO6	PSO7	PSO8	PSO9	PSO10
SEMESTER I										
MSW 4401	√			√	√		√	√	√	√
MSW 4403	√			√	√	√	√	√		√
MSW 4405	√			√	√		√	√	√	√
MSW 4407	√			√	√	√	√		√	√
MSW 4509				√	√	√	√	√	√	√
SEMESTER II										
MSW 4402	√			√	√	√		√	√	√
MSW 4404	√			√	√	√	√		√	√
MSW 4406	√		√	√		√	√		√	√
MSW 4408	√			√		√	√	√	√	√
MSW 4510				√	√	√	√	√	√	√
SEMESTER III										
MSW 5401	√		√	√	√			√	√	√
MSW 5403	√			√	√	√	√	√	√	
MEDICAL AND PSYCHIATRIC SOCIAL WORK (Specialization - I)										
MSW 5431	√	√			√	√		√	√	√
MSW 5433	√	√				√	√	√	√	√
MSW 5435	√	√			√			√	√	√
MSW 5437		√	√	√			√	√	√	√
DEVELOPMENT MANAGEMENT (Specialization - II)										
MSW 5451	√	√			√		√	√	√	√
MSW 5453	√	√			√		√	√	√	√
MSW 5455	√	√	√				√	√	√	√
MSW 5457		√	√	√			√	√	√	√

HUMAN RESOURCE MANAGEMENT (Specialization - III)										
MSW 5471	√	√			√	√		√	√	√
MSW 5473	√	√	√			√		√	√	√
MSW 5475	√	√			√	√		√	√	√
MSW 5477		√	√	√		√	√	√	√	√
SEMESTER IV										
MSW 5402					√	√	√	√	√	√
MSW 5404	√			√		√		√	√	√
MEDICAL AND PSYCHIATRIC SOCIAL WORK (specialization)										
MSW 5432	√	√			√		√	√	√	√
MSW 5434	√	√			√		√	√	√	√
MSW 5436	√	√	√				√	√	√	√
MSW 5438		√	√	√			√	√	√	√
DEVELOPMENT MANAGEMENT (specialization)										
MSW 5452	√	√			√			√	√	√
MSW 5454	√	√			√			√	√	√
MSW 5456	√	√			√			√	√	√
MSW 5458		√	√	√			√	√	√	√
HUMAN RESOURCE MANAGEMENT (specialization)										
MSW 5472	√	√			√	√	√	√		√
MSW 5474	√	√			√	√	√	√		
MSW 5476	√	√			√	√	√	√		
MSW 5478		√	√	√			√	√	√	√

Mapping of Course Outcomes (Cos) with Bloom's Taxonomy (K1 to K6)

K1 = Knowledge

K2 = Understand

K3 = Apply

K4 = Analyze

K5 = Evaluate

K6 = Create

Semester I   **Credit*: 4***

Paper – 1   **Hr/Wk: 6**

MSW 4401 INTRODUCTION TO SOCIAL WORK PROFESSION

Course Description:

  This course aims to build a stage for students to take social work as their career and professional practice. The course will offer a holistic idea about social work profession which has emerged especially in India and UK. It aims to outline the strengths, opportunities, challenges that engulfs the profession and presents the social reality of the contemporary world.

Course Outcome:

At the end of the course the students will be able to:

CO1: Describe the social work concepts, philosophy, scope and Principles.

CO2: Extend and implement the skills and traits of social worker in the contemporary society

CO3: Recognize and execute the methods of social work in different settings

CO4: Prepare them to associate in various fields of social work

CO5: outline social movements and reformations in transforming the society

UNIT I: Introduction to Social Work

Social Work: Concept, Definition, Philosophy, Scope, Objectives and Principles; Related Concepts- Philanthropy, Social Service, Social Welfare, Social Reform, Social Security, Social Policy, Social Development, Social Empowerment. Social work Vs Social Service.

UNIT II: Social Work as a Profession

Historical Development of Social Work in Western (UK & USA) and Indian context- Role of TISS - Professional Associations in Social Work - Professional Code of Ethics - Challenges of Social Work Professional, Skills and Traits of a Social Worker.

UNIT III: Methods in Social Work

Direct Methods- Social Casework, Social Group work, Community Organization Indirect Methods - Social Welfare Administration, Social Work Research, Social Action.

UNIT IV: Fields of Social work

Welfare: Women, Children, Family, Youth, Old Age, LGBTQ and Marginalized; Fields: Medical & Psychiatric Social Work, Industrial Social Work & Labour Welfare, Correctional

Social Work, Rehabilitational Social Work, Community Development, Development Management and Disasters.

UNIT V: Transforming the Society

Social Movements and Reform Tradition in India: Brahma samaj, Arya Samaj, RamaKrishna Mission, Theosophical society, Dalit movement, Sarvodaya Movement, Ecological Movement and Gandhian Ideology of Social work. International Social Work: meaning and scope of International Social work – Global perspective; Skills required for International Social Work.

Pedagogical approach:

Lecture method, power point presentations, focus group discussions, field visits, seminars, role play, group activity, interactive debate and discussions.

Text Books:

- Chowdhry, Paul (1992) Introduction to Social work, New Delhi, Atmaram & Sons.
- Herschel Knapp (2009) Introduction to Social Work Practice - A Practical Work Book, Sage Publications

References:

- Francis & Nicholas, (2015). Handbook of Professional Practice and Career Development In Social Work. Francis publications, Madurai.
- Bailey.R & Brake.M (1975) Radical Social Work, Edward Arnold
- Clock.G & Asquith.S (1985) Social Work & Social Philosophy, London: Routledge & kegan Paul
- Congress.E.P (1998) Social Work Values and Ethics, Chicago: Nelson- Hull Publishers
- Cox, David & Pawar, M. (2006) International Social Work-Issues, Strategies and Programs , New Delhi, Vistaar Publishers
- David Howe, (2009) A Brief Introduction to Social Work Theory, Palgrave Macmillan Publishers
- Dominelli, L. 2004 Social Work: Theory and Practice for a Changing Profession
- Freidlander, (2005) Concepts and Methods of Social Work, New Delhi, Concept Publishers
- Madan, G.R., (1981) Indian Social Problems, Allied Publishers, Calcutta.

Mapping of Course Outcomes (COs) with Bloom's Taxonomy (K1 to K6)

CO/K	K1	K2	K3	K4	K5	K6
CO1	X					
CO2			X			
CO3				X		
CO4		X				
CO5					X	

Semester I   **Credit: *4***

Paper – 2   **Hr /wk: 5**

MSW 4403 SOCIOLOGY FOR SOCIAL WORK PRACTICE

Course Description:

      This course aims at offering a functional composite of society and seeks to equip the students to develop analytical frames of reference to understand and appreciate its structure and stratification. Basic sociological thoughts and concepts used in looking at the society will help students to construct a critique on understanding social and cultural issue.

Course Outcome:

At the end of the course the students will be able to:

CO1: Describe the nature, meaning, characteristics and concepts of the society.

CO2: interpret the social process, institutions their types and functions

CO3: carryout the concept of culture and discover the effects of social stratification and social control.

CO4: to assess the sociological theories and connect with social work practice

CO5: integrate the concept of social problem, social disorganization and social change for social work practice

UNIT I: Sociology

Sociology: Definition -Nature – Meaning and Scope; Sociology and its Relationship with Social Work; Society- Meaning, characteristics, Nature and Scope; Basic Social Concepts: groups, community, association, institution, organization, social structure and culture.

UNIT II: Social Processes

Social Processes - Co-operation, Competition, Conflict, Accommodation, and Assimilation; Social Institutions - Marriage, Family, Education, Religion and Political Institutions – Meaning, Types and Functions; Socialization - Meaning, Agencies and Functions; Social Mobility – Concept and types of social mobility.

UNIT III: Culture

Concept of Culture - Culture and Society - Cultural Lag, Cultural assimilation and integration - Civilization - Customs, Mores, Folkways; Social Stratification – Meaning and functions,

Caste, Class and Race; Social Control - Meaning and agents - its effect on individual and society.

UNITIV: Sociological Theories

Sociological Theories: August Comte, Durkeheim, Karl Marx, Spencer, Weber; Indian Social Thinkers –Jyotirao Phule, MK Gandhi, BR Ambedkar, EV Ramasamy and MN Srinivas.

UNIT V: Social problem

Social problem:- Concept, Causes, Characteristics - Social Labeling, Social Deviance, Social Disorganization - Major Social Problems in India; Social Change – Meaning, Causes and resistance - agents of social change- Social change in India.

Pedagogical approach:
Lecture method, power point presentations, focus group discussions, field visits, seminars, role play, group activity, opinion survey and dialogue corners with public.

Text Books:
- Shankar Rao, C.N. 1990, Sociology-Principles of Sociology with an Introduction to Social Thoughts. New Delhi: S. Chand Publication.
- Haralambos, M. 1998. Sociology: Themes and Perspectives. New Delhi: Oxford

REFERENCES:
- Bhusan, Vidya & Sachdev, 2006, An introduction to sociology, Allahabad, Kitab Mahal.
- Harry. M. Johns, 1993, Sociology – A Systematic Introduction, Chennai, Allied
- Horton,P.S & Hunt, C. L. 2005, Sociology, New Delhi, Tata McGraw Hill.
- Jayaram, N. 2005. Introductory Sociology, Macmillan Publications, Madras.
- Ram Ahuja 1997 Social Problems in India. Jaipur, Rawat Publications.
- Srinivas, M.N. 1966 Social change in Modern India. Bombay, Allied Publication, University Press.

Mapping of Course Outcomes (COs) with Bloom's Taxonomy (K1 to K6)

CO/K	K1	K2	K3	K4	K5	K6
CO1	X					
CO2		X				
CO3			X			
CO4				X		
CO5					X	

Semester I   **Credit*: 4***

Paper - 3   **Hr /wk: 5**

MSW 4405 PSYCHOLOGY FOR SOCIAL WORK

Course Description:

   This is an introductory which would deal with the elements of psychology needed for social work. Ideas and insights providing the foundation of this course will lead the student to develop a passion and interest in their career as a Social Worker.

Course Outcome:

At the end of the course the students will be able to:

CO1: Understand and develop the utility of psychology relevant to social work.

CO2: Relate the historical development of psychology to contemporary social needs.

CO3: Observe and correlate the physical, emotional and intellectual development of human being at different stages of life.

CO4: Identify and Classify physiological and psychological aspects related to human behaviours.

CO5: Illustrate and interpret the effectiveness of learning and the characteristics of personality.

Unit I: Introduction to Psychology

Psychology: Definition, Meaning, Branches, Scope, Fields. Utility of Psychology, Relevance of Psychology for Social Work.

Unit II: History of Psychology

Development of Psychology: Pre Scientific – Superficisism, Monoism, Dualism, Empericism, Associationism, Naturalism, Herbartianism. Scientific Psychology: Structuralism, Functionalism, Behaviorism, Gestalt psychology, Psychoanalysis, Individual Psychology, Analytical Psychology. Contemporary Psychology: Humanistic Psychology, Transpersonal Psychology, Cognitive Psychology.

Unit III: Developmental Psychology

Developmental aspects – Physical, Psychological, Social: Prenatel, Infancy, Babyhood, Childhood, Adolescent, Adulthood/early/middle/later.

Unit IV: Thinking and Behaviour

Physiology of Behaviour: Nervous System - ***CNS*** – Brain & Spinal cord - ***PNS***- Somatic [sensory & motor] & Autonomic [motor- sympathetic/parasympathetic] -Endocrine System; Psychological aspects: Instincts, Emotions, Thinking, Reasoning and Problem Solving.

Unit V: Motivation and Personality

Motivation: Definition, Types; Learning : Definition, Types, Theory-Trial & Error/ Classical Conditioning / Operant Conditioning / Insight Learning; Personality – Meaning , nature, characteristics, Theories- Type/Trait/Type cum Trait., Enneagram.

Pedagogical approach:

Lecture method, power point presentations, focus group discussions, field visits, seminars, role play, group activity, interactive debate and discussions.

Text Books:

- Morgan, C. T. &King, R.A. (1975) Introduction to psychology, McGraw Hill, New York.
- Kuppusamy, B. (1980) An Introduction to Social Psychology, Media promoters and pub, Bombay.
- Munn Norman, L. (1967) Introduction to psychology, Oxford and IBH, New Delhi

References:

- Anastasi, A. (1987) Psychological testing, McMillan Revised Edition, New York
- David, H. Barlow V., Mark Durand 2008 Abnormal Psychology, Thomson Wardsworth Davidoff, L. L (1976) Introduction to psychology, McGraw Hill Inc ; .New York
- Eric (1978) Human Development, George Allen and Unwin, London
- Hurlock E.B (1995) Developmental Psychology, Tat McGraw Hill, New Delhi
- Jaypee Brothers 2005 Diagnostic and Statistical manual of mental Disorders DSM-IV- TR Medical Publishers Pvt. Ltd.
- Michael Gelder (2009) Shorter Text book on Psychiatry V Edition Paul Harrison and Philip Cown Oxford University Press
- Newman P.R. & Newman B.M (1981) Living: The Process of Adjustment, Illinois; The Dorsey Process Rayner.
- Sharan A.K. (1997) international Understanding of Human Psychology, Commonwealth, NewDelhi.

Mapping of Course Outcomes (COs) with Bloom's Taxonomy (K1 to K6)

CO/K	K1	K2	K3	K4	K5	K6
CO1	X					
CO2		X				
CO3			X			
CO4				X		
CO5					X	

MSW 4407 SOCIAL CASE WORK PRACTICE

Course Description:

   This course aims at introducing the primary methods of social work. The concept and strategies of social case work and social group work will entrain them to work with individuals and groups in the Society. Training given in the course will provide the know-how to use of social case work and group work tools and techniques carefully in social work practice.

Course Outcome:

At the end of the course the students will be able to:

CO1: Understand and recognize the fundamentals of social case work and its principles.

CO2: Practice the social case work process and interventions.

CO3: Associate social case work approaches to solve problems among individuals.

CO4: Practice the application of social case work in different settings.

CO5: Analyze and connect social case work practice with contemporary societal development.

Unit I: Fundamentals of Social Case Work

Social Case Work: Meaning, definition and objectives, nature and scope, its importance and relationship with other methods of Social Work; Components of Social Case Work: the person, the problem, the place and the process; Client-case worker relationship and the use of professional self; Principles of case work.

Unit II: Process of Social Case Work

Social Case Work process: Intake, study, assessment, diagnosis, treatment, termination and follow-up; Tools and Techniques of Social Case Work: Interview, observation, home visits and collateral contacts; Social Case Work intervention: Direct, indirect and multidimensional intervention.

Unit III: Approaches in Social Case Work

Approaches in Social Case Work: Psychological approach, functional approach, problem solving model, diagnostic approach and crisis intervention, family therapy. Counselling and

social case work - similarities and differences; Social Case Work Recording: Need, importance and types of recording.

Unit IV: Application of Social Case Work

Social Case Work in different settings: Family and child welfare, School, Community, Industries, Medical and Psychiatric institutions, Correctional settings: prisons; Care of aged and in foster home. Role of social worker: enabler, facilitator, guide and resource, mobilizer.

Unit V: Recent Developments in Social Case Work

Recent development in Social Case Work; Impact of social, cultural factors on individual and families; Practice and research in Social Case Work; Use of case study and ethnography as research methods in Social Case Work. Problems and limitations of Social Case Work practice in India.

Pedagogical approach:

Lecture method, power point presentations, focus group discussions, field visits, seminars, role play, group activity, interactive debate and discussions.

Text Books:

- Upadhyay, P.K. (2003) Social Case work New Delhi Rawat Publications
- Perlman, Helen H (1957) Social Case Work - A Problem solving process, University of Chicago Press, Chicago
- Mathew, Grace (1993) An Introduction to Social Case Work Bombay; Tata Institute of Social Sciences, Mumbai.

References:

- Aptaker, Herbert, (1982) Dynamics of Case Work and Counselling, Miffin Pub. Boston
- Hollis, Florence (1964) Case Work - A Psychosocial Therapy, Random House, New York
- Jordan, William1 (970) Client Worker Transactions, Rutledge & Kegan Paul, London
- Kadushin, Alfred (1972) The Social Work Interview, Columbia University Press, New York

Mapping of Course Outcomes (COs) with Bloom's Taxonomy (K1 to K6)

CO/K	K1	K2	K3	K4	K5	K6
CO1		X				
CO2			X			
CO3				X		
CO4					X	
CO5						X

Semester I   **Credit*: 5***

Paper – 5   *Hr/Wk: 9*

MSW 4509 LIFE SKILL COMPETENCIES AND FIELD VISITS

This is a skill building course clutches towards the professionalism in social work practices. The students will examine here will practically orient the students towards developing basic competencies required for doing effective field work. Time spent in the two-part approach of this practicum will provide an orientation and will accompany a vast duration of time in the study period devoted for observation and investigative enquiries to be made in various field work situations.

The in-house training on soft skills and life skill competencies though workshops and simulated exercises, the closely supervised field exposures and observation visits worth a concurrent training, and the professional skills inculcated will embellish the course as the most unique and critical input offered in the whole program.

Course Outcome:

At the end of the course the students will be able to:

CO1: Realize and demonstrate the positive self in life situations.

CO2: Identify and exhibit thinking, social and negotiating skills.

CO3: Comprehend and express the individual skills in the field work settings.

CO4: Relate and learn the scope of social work and its methods through observation visits to various field work settings.

CO5: Equip with documentation skills to prepare field work reports individually.

Part –A: **Essentials of life skills competencies**
- Knowing Self and Context
- Traits to be built: Self Confidence, personal vision, identity and relating with others, communication, capacity for team work, accepting personal responsibility, gender relations, leadership, motivations, Goal setting, Time management
- Skills for Comprehension – Avenues of input : Listening - Reading - writing – Reflections
- Skills for contextualizing Fieldwork and developing spontaneity - Interviewing, observations, use of records, social mapping, recording, report writing and documentation Developing Learning Objectives, Preparing Field work Plans , Field Work Conferencing and transparency

***Part –B:* Observational Visits**

List of settings:

- Industrial setting,

- Development setting,

- Hospital setting,

- Health setting,

- Correctional setting,

- Rights Based Organizations,

The observations made by the students will be recorded and individual experiences will be shared, discussed periodically. Work put in by the students will be monitored by the Faculty. Students are expected to submit reports prepared as per guidelines indicated in the manual at the beginning of each new week after a cycle is completed.

Course Requirements and Evaluation:

75% of marks will be allotted for continuous assessment. Regularity in attendance, keenness to participate, readiness to learn, and development of required skills, ability to conceptualize and acquisition of functional knowledge will be tested on the basis of process reports, observational reports and participatory evaluation by the faculty. A viva voce will be conducted at the end of the semester by a three-member committee of which one is an external member. Performance in the viva will be evaluated for 25%.

A. Continuous Assessment:

(Based on submission of weekly reports/assignments)

i.	Regularity of attendance	10 marks
ii.	General Participation	15 marks
iii.	Skills and Competencies	15 marks
iv.	Individual Presentations	10 marks
v.	Written Reports	25 marks
		Total 75 marks

B. Viva Voce:

i.	Conceptualization	5 marks
ii.	Working Knowledge	5 marks
iii.	Problem Solving Ability	5 marks
iv.	Consolidated Report	10 marks
		Total 25 marks

Mapping of Course Outcomes (COs) with Bloom's Taxonomy (K1 to K6)

CO/K	K1	K2	K3	K4	K5	K6
CO1		X				
CO2			X			
CO3				X		
CO4					X	
CO5						X

MSW 4402 SOCIAL GROUP WORK PROCESS

Course Description:

      This course aims at introducing the social Group work methods in social work. The concept and strategies of social group work will entrain them to work with groups in the Society. Training given in the course will provide the know-how to use of social group work tools and techniques carefully in social work practice.

Course Outcome:

At the end of the course the students will be able to:

CO1: Infer and apply the fundamentals of social group work.

CO2: Extend the theoretical framework of Group work for knowledge apprehension.

CO3: Relate the Group work process and comprehend it to different settings

CO4: Apply the Group work techniques individually to facilitate the group work process effectively.

CO5: Integrate the application of group work in various settings.

Unit I: Fundamentals of Social Group Work

Groups: meaning, definition, types, purpose and stages of groups; Social Group Work: Definition, characteristics and objectives, assumption and philosophy; historical development and current application of group work as a method; Psychological needs that are being met in groups.

Unit II: Theories in Social Group Work

Knowledge base for group work: Psycho-analytic theory, learning theory, filed theory, social exchange theory and systems theory; Group dynamics: Definition, functions and basic assumptions.

Unit III: Process of Social Group Work

Social Group Work process: Planning state, beginning stage, middle stage and ending stage; Principles of Social Group Work: Group process, bond, acceptance, isolation, rejection, sub-groups scapegoats, conflict and control; Leadership development and Team building; Factors of Group formation.

Unit IV: Techniques of Social Group Work

Social Group Work recording: Use of social group work records, principles and problems of group work recording; Group Therapy: Significance of group therapy, programme planning in Social Group Work, Use of psychodrama and socio-drama; Different Therapeutic approaches: Transactional analysis, T-groups, gestalt, role play, buzz group and brain storming.

Unit V: Application of Social Group Work

Social Group Work in various settings: Correctional, hospital, educational, old age homes and communities; Use of socio-metry for group work; Skills of the Social Group Worker; Scope and limitations of group work in different fields of Social Work; Knowledge and skills of a group worker, group worker as an enabler, guide, facilitator and therapist.

Pedagogical approach:

Lecture method, power point presentations, focus group discussions, field visits, seminars, role play, group activity, interactive debate and discussions.

Text Books:

- Gisela Konopka, (1963) Social Group Work: A helping Process, Prentice Hall, New Delhi
- Alissi, Albert S (1980), Perspectives on social Group Work Practice, The Free Press, New York

References:

- Gerald Corey (2000) Theory and practice of Group Counselling, Wordsworth, London
- Gravin, Charles, D. (1989) Contemporary Group Work, Prentice Hall, New Jersey.
- Conyne K, Robert (1999), Failures of Group Work Practice, Sage, Oaks.
- Douglas, Tom (1972) Group Process in Social Work, Chicester, Willey.

Mapping of Course Outcomes (COs) with Bloom's Taxonomy (K1 to K6)

CO/K	K1	K2	K3	K4	K5	K6
CO1		X				
CO2				X		
CO3			X			
CO4					X	
CO5						X

MSW 4404 COMMUNITY ORGANISATION AND SOCIAL ACTION

Course Description:

This course is designed to present to students community organization as another option method of social work. Besides enabling them to understand the basis of the organization of a community, content of the course helps the learner to look at the nuances of applying community organization as a strategy for social work in different conditions.

Course Outcome:

After completing this course, the students will be able to:

CO1: Understand the community organization and its history

CO2: Execute the process and models of community organization in the fields of social work

CO3: Analyze and apply the appropriate methods of community organization

CO4: Equip and practice the skills required for community organization

CO5: Demonstrate the social action to solve the social problems

Unit I: Community Organization

Community: Definition, Characteristics and Types. Community Organization (CO) – Definition, Objectives, scope and relevance. Principles of Community Organization. Community Organization as a method of Social Work. History of Community Organization - USA, UK, India. Community Development (CD): Definition - Difference between CD and CO.

Unit II: Models and Process

Process of Community Organization: Study, Analysis, Assessment, Discussion, Organization of Action, Evaluation, Modification, and Continuation. Models in Community Organization: Locality Development, Social Planning and Social Action.

Unit III: Methods of Community Organization

Methods of Community Organization: Planning, Education, Communication, Community Participation, Collective Decision-making, Leadership Development, Resource Mobilization, Community Action, Promotion, and Co-ordination.

UNIT IV: Skills and Applications

Skills in Community Organization: Organizing Conferences, Committee Meetings, Training, Communication, Consultation, Negotiation, Conflict Resolution, Networking and use of

Relationship. Role of the community organizer. Application of community organization: Public Health, Child and women Rights, marginalized groups and Disasters.

UNIT V: Social Action - Method of Social Work

Social Action: Definition, Objectives, Scope, Principles and strategies. Social Action and Social Movement. Social Action for Social Development. Advocacy and Lobbying. Enforcement of Social Legislation through Social Action. Contributions to CO: Paulo Frierrie, Saul Alinsky, Gandhi, and EVR Periyar.

Pedagogical approach:

Lecture method, power point presentations, focus group discussions, field visits, seminars, role play, group activity, interactive debate and discussions.

Text Books:

- Murray.G. Ross, (1955) Community Organization. Theory, Principles and Practice, New delhi.
- Satyasundaram. (1997) Rural Development, New Delhi: Himalaya Publishing House

References:

- Joseph M.K (2000) Modern Media and Communication, New Delhi: Anmol.
- Kumar, Aravind (2000), Encyclopedia of Decentralized Planning and Local Self Government, New Delhi: Anmol.
- Kumaran, Hyma, Wood (2004), Community Action Planning, Chennai, T. R. Publications
- Laxmidevi (1997) Planning for Employment and Rural Development, New Delhi: Anmol.
- Maheswari.S (1985) Rural Development in India - A Public Policy Approach, New Delhi: Sage
- Mathur.B.L.(1996) Rural Development and Cooperation, Jaipur: RBSA Publishers.
- Rahul Mudgal (1996) Economic Dimensions of Rural Development, New Delhi: Sarup&sons
- Singh, Hoshiar (1995) Administration of Rural Development in India, New Delhi: Sterling Publishers Private Ltd.
- Tiwari S (2000) Encyclopedia of Indian Government: Programmes and Policies, New Delhi.

Mapping of Course Outcomes (COs) with Bloom's Taxonomy (K1 to K6)

CO/K	K1	K2	K3	K4	K5	K6
CO1		X				
CO2			X			
CO3				X		
CO4					X	
CO5						X

Semester II   **Credit*: 4***

Paper – 4   *Hr/Wk: 5*

MSW 4406 SOCIAL WELFARE ADMINISTRATION AND POLICY

Course Description:

This course would help the student to see Social Welfare Administration as a method of social work and provide knowledge and insights on the various social welfare processes, schemes and Social policies launched in India.

Course Outcome:

At the end of the course the students will be able to:

CO1: Infer and demonstrate the concepts of social administration and social development.

CO2: Interpret the framework related to social administration

CO3: Describe the structures and statutes associated with social welfare.

CO4: Categorize the structures and statutes associated with social welfare and administration in various domains.

CO5: Influence the social policy through organized effort for social change.

UNIT I: Social Welfare

Definition, Nature, Scope, Significance, Functions, Principles, Historical Development; Related Concepts: Social Welfare; Social Development; Social Welfare Agency; Qualities of a Social Welfare Executive.

UNIT II: Administrative Framework

Basic Administration Process: Planning, Organizing, Staffing, Directing, Controlling, Reporting, Budgeting (POSDCORB), Notes on Book keeping. Financial and Office Administration: Budgeting, Accounting, Auditing, Fund Raising, Reporting, Office procedures and Record maintenance; Monitoring, Evaluation, Decision-Making, Co-ordination, Communication, Public Relations and Networking.

UNIT III: Structure and Statutes

Social Welfare Organization- Types of Social Welfare Agencies - Registration of Societies and Trusts- Bye-laws, Governing Board: Function and responsibilities, Organizational structure; Provisions : the Income Tax Act, Foreign Contribution and Regulation Act.

UNIT IV: Domains

Functional areas: Central and State Ministries, Central Social Welfare Board and Other National Institutions: ICDS, ICCW, ISSNIP, ICPS, Child and Women Welfare-, Functions and Structure: State and Central Social Welfare Board, Provisions in State Social Welfare Board Programs; Administrative arrangements for Social Welfare in Tamilnadu.

UNIT V: Social Policy

Social Policy - Meaning, Definition, Nature, Scope, Objectives and Types; Social Policy as an instrument of social change. Policies related to: Nutrition and Food Security, Education, Health, Women and Children, Senior citizens, Transgender, Backward Classes and Unorganized Sector.

Pedagogical approach:

Lecture method, power point presentations, focus group discussions, field visits, seminars, role play, group activity, interactive debate and discussions.

Text Books:

- Chowdhry, D. Paul. 1983- Social Welfare Administration, Atma Ram and Sons Publishers, New Delhi
- Sanjay Bhattacharya (2006)- Social Work Administration and Development, Rawat Publishers
- Singh D.K. (2013_- Professional Social Work: Principle & Practice, New Royal Book Publishers.

References:

- Bhatiya & Dingh(2009), Social Policy In India, New Royal Book Company, Lucknow.
- Bose.A.B, (2001), Social Welfare Planning in India, Bangkok, United Nations.
- Gautam (2011), Social Work, Social Policy , Concept and Methods, Centrum Press, New Delhi
- KumarJha (2009), Encyclopedia of Social Work, Social Welfare and Social Work, Anmol, New Delhi
- Rino. J.Patti 1983 (2008), Social Welfare Administration: Managing Social Programme sin a Developmental Context, Prentice Hall Publishers
- Sachdeva, D. R. (2013), Social Welfare Administration in India, Kitab Mahal Publishers.

Mapping of Course Outcomes (COs) with Bloom's Taxonomy (K1 to K6)

CO/K	K1	K2	K3	K4	K5	K6
CO1		X				
CO2		X				
CO3			X			
CO4				X		
CO5					X	

Semester II   **Credit***: 4*

Paper – 4   **Hr /wk: 6**

MSW 4408 SOCIAL RESEARCH AND STATISTICS

Course Description:

        The course aims at introducing the students to the core concepts, principles, methods and procedures pertaining to Social research and its methods.

Course Outcome:

At the end of the course the students will be able to:

CO1: Recognize the relevance of social research and its type in addressing the social problems.

CO2: Independently formulate the research problems and appropriate research methodology to pursue the research.

CO3: Use the required tool to collect the data from the sample.

CO4: Apply independently the statistical tools including SPSS for data analysis.

CO5: Express the relevance of qualitative research and its methods as alternatives.

UNIT I: Research

Basics of Research: Meaning, Definition, Objectives, Types - Basic, Action and Applied, Social Survey and Social Research, Qualitative and Quantitative Research; Scientific Method- Meaning, Aim, Objectives, Assumptions, Nature and characteristics; knowledge: Induction and Deduction method sand Criticisms; Social research: Meaning and definition, Aims and objectives – Steps in social research.

UNIT II: Research Process

Research Problem: Identification -Formulation, Review of Literature, Formulation of Aim and Objectives for Research; Research Designs -Definition, Meaning, Types. Exploratory, Descriptive, Diagnostic and Experimental, - Factors influencing the choice of designs. Hypothesis – Definition, relevance, types; Pilot study - uses, Pre Test and its importance.

UNIT III: Data collection and sampling

Methods and Tools for Data collection: Primary and Secondary data collection. Observations, Questionnaire and Interview. Universe and Sampling: Meaning, types, advantages and limitations, Factors affecting the size of samples - Sample size estimation and sampling errors.

UNIT IV: Data analysis

Data analysis: Editing, Coding, Sorting, Master chart, Data entry. Presentation of Data–Tabulation, Diagrams, Graphs. Statistics: Introduction, functions, uses and misuses of Statistics. Measurement of Central Tendencies – Mean, Median and Mode –Measure of Depression: Range –Mean Deviation- Standard Deviation - Quartile Deviation- Correlation; Significance Test: t &F –Test - Chi Square Test - Usage of SPSS.

UNIT V: Qualitative Research

Qualitative Research: Meaning, context, Epistemological approach: Enlightenment - Modernity - Positivism - Falsification ; Methods in Qualitative Research: Participant Observation - FGD - PRA & Social Mapping - Case Study - Action Research - Triangulation - Phenomenology - Ethno methodology - Semiotic Analysis – Visual Methods, Content Analysis; Ethics and Limitations of Qualitative Research.

Pedagogical approach:

Lecture method, power point presentations, focus group discussions, field visits, seminars, role play, group activity, interactive debate and discussions.

Text Books:

- C.R. Kothari and Gaurav Garg (2018), Research Methodology, New Age International Publishers.
- O. R. Krishnaswami (2005), Methodology of Research in Social Sciences, Himalaya Publishing House, New Delhi.

References:

- Anderson et al, (1991), Thesis and Assignment Writing, New Delhi, Wiley Easton Ltd.
- Ahuja, Ram, (2003), Research Methods, Jaipur, Rawat Publications
- Champian, DJ. (2001), Basic Statistics, Prentice Hall
- Goode & Hatt, Methods in Social Research, McGraw Hill
- Gupta, S P. (2005). Statistical Methods, New Delhi, Sulthan Chand.
- Denzin, N.K and Lincoln, Y.S. (2000), Hand Book of Qualitative Research, Sage, Thousand Oaks.

Mapping of Course Outcomes (COs) with Bloom's Taxonomy (K1 to K6)

CO/K	K1	K2	K3	K4	K5	K6
CO1		X				
CO2			X			
CO3						X
CO4				X		
CO5					X	

Semester II   **Credit:*5***

Paper – 5   *Hr/Wk: 9*

MSW 4510 PREPARATORY FIELD WORK – BLOCK PLACEMENT

Course objective:

This course aims at developing a closer understanding of field work requirements to the students who are to take their specialization. The content of the course would be dealt with a special approach.

Customization of the training experience

This course being the first of its kind to be experienced by the student in the social work program towards gaining direct field experiences will rest on teacher's inventiveness to entrain him/ her in the selected field setting for a period of 25 days. In the creative design of the programme the students who will be attached to an organization / agency will focus consistently in such a way a team of two would continuously monitor the professional skills and methodology followed by the supervisor belonging to the agency in social work setting. The check list provided would direct the candidate look for on details that he/she will have to observe keenly in his/her field work engagement.

Course Outcome:

At the end of the course the students will be able to:

CO1: Gains Direct Field Experience.

CO2: Apply the Social Work Methods through Field Work experiences in their Placements.

CO3: Develop and utilize the latest Professional Skills in the required setting.

CO4: Construct community Social Case work, Group Work and Organization Programmes.

CO5: Compile Field Work Experiences through Field Work Report.

Course Requirements and Evaluation:
- 75% of marks will be allotted for continuous assessment.
- Regularity in attendance, keenness to participate, readiness to learn, development of required skills, ability to conceptualize and acquisition will be tested
- The functional knowledge will be evaluated on the basis of process reports, observational reports and participatory evaluation by the faculty.
- A viva voce will be conducted at the end of the semester by a three-member committee of which one is an external member. Performance in the viva will be evaluated for 25%.

A. Continuous Assessment:

(Based on submission of weekly reports/assignments)

Regularity of attendance	15marks
General Participation	15marks
Skills and Competencies	15marks
Individual Presentations	10marks
Written Reports	20marks
Total	75 marks

B. Viva Voce:

Conceptualization	5marks
Working Knowledge	5 marks
Problem Solving Ability	5marks
Consolidated Report	10 marks
Total	25marks

Mapping of Course Outcomes (COs) with Bloom's Taxonomy (K1 to K6)

CO/K	K1	K2	K3	K4	K5	K6
CO1		X				
CO2			X			
CO3				X		
CO4					X	
CO5					X	

Semester III   **Credit***: 4*

Paper – 1   *Hr/Wk: 5*

MSW 5401 HUMAN RIGHTS PERSPECTIVES FOR DEVELOPMENT

Course description:

This course is aimed at providing knowledge on human rights and provide the basis for handling major social legislations in India. Content of the course shall touch upon various social legislations in the context of welfare administration. It will specially throw light on legal aspects and judicial implications of procedures and practices that ought to be followed in social work practice.

Course outcome:

At the end of the course the students will be able to:

CO1: Identify and outline the human rights perspectives for social justice and social development.

CO2: Classify and recognize the aspects of constitutional framework in India.

CO3: Practice the social legislations as the instrument for social change.

CO4: Employ the appropriate legislations to address the issues related to children, women and family.

CO5: Advocate and lobby with stakeholders regarding social legislations related to SC/ST, Persons with Disability and consumers.

Unit I: Human Rights

Human rights: Definition, Meaning, Need, and Classification - Civil and Political Rights, Socio Economic and Cultural Rights. Universal Declaration of Human Rights. Functions and powers – International, National and State Human Rights Commissions - Human Rights as a tool for social justice and development.

Unit II: Constitutional Framework in India

Constitutional Framework: Need and Nature, Fundamental rights, Fundamental Duties, Directive Principles of State Policy. Functional Structure: Executive, Legislative &Judiciary. Judiciary System in India: Classification - Supreme Court, High Court, District and Magistrate Courts, Family Courts, Lok Adalats, Legal Aid System.

Unit III: Social Legislation

Social Legislation: Meaning, Definition, Nature and Scope; Constitutional basis for social legislation, instrument for social change, tool for social justice and control.

Unit IV: Social legislations – Micro Elements

1) **Laws Related to Children:** Juvenile Justice Act, Adoption and Guardianship, Child Marriage Restraint, Prohibition of Child Labour. 2) **Laws Related to Family:** Laws related to Marriages, Divorce and Maintenance & Succession; Law against Domestic Violence 3) **Laws Related to Women:** Harassment of Women at Workplace, Dowry prohibition, Maternity benefits, Prohibition against Prenatal diagnostic tests (for sex determination).

Unit V: Social legislations – Macro Elements

1) **Laws Related to Scheduled Castes and Scheduled Tribes:** Protection of Civil Rights; Law against Atrocities. 2) **Law Related to Persons with Disability** 3) **Laws Related to Workers:** Minimum wages, Equal Remuneration Act 4) **Laws Related to Consumers and Citizens:** Consumer protection, Food adulteration, Right to information (RTI).

Pedagogical approach:

Lecture method, power point presentations, focus group discussions, field visits, seminars, role play, group activity, interactive debate and discussions.

Text Books:

- Gangrade, K.D, Social Legislation in India Vol. I & II, Concept Publishing Company, New Delhi, 2011.
- Velayutham, K.Shanmuga 1998. Social Legislation and Social Change. Chennai: VazhgaValamudan Publishers.

References:

- Adamantia Pollis, Peter Schwab, 2000, Human Rights: New Perspectives, New Realities, Lynne Rienner Publishers,.
- Constitution of India. 1991. New Delhi: Govt. of India.
- Encyclopedia of Social Work. Vol. I & III
- Jagadeesan P., Marriage and Social Legislations in Tamil Nadu, Elachiapen Pub, Chennai,
- Nair, T.Krishanan (ed): Social work Education and Development of Weaker Sections. Madras: Association of Schools of Social Work in India.

- Nation Law School. 1991. Select Materials on public Legal Education. National Law School of India University. Bangalore.
- P Chauhan, 2004, Human Rights: Promotion and Protection, Anmol Publications Pvt. Ltd.

Mapping of Course Outcomes (COs) with Bloom's Taxonomy (K1 to K6)

CO/K	K1	K2	K3	K4	K5	K6
CO1	X					
CO2		X				
CO3			X			
CO4				X		
CO5					X	

Semester III   **Credit*: 4***

Paper - 2   **Hr /wk: 5**

MSW 5403 DISASTER MANAGEMENT

Course Description:

This course is designed to facilitate the understanding and thereby to enhance the professional skill of the social workers to deal the emergency situations very effectively**.**

Course Outcome:

At the end of the course the students will be able to:

CO1: Identify and classify the types of disasters and models of disaster management.

CO2: Apply and prepare programs related to disaster prevention and preparedness.

CO3: Determine and diagnose the disaster response activity, recovery plan and rehabilitation.

CO4: Evaluate the impact of disaster on various determinants.

CO5: Identify and apply the relevant technologies during disaster cycles.

UNIT I: A Perspective of Catastrophes and Disasters

Disaster- Meaning and Concept, related concepts: Risk, Hazard, vulnerability. Types of Disasters: Famine, Floods, Tsunami, Cyclone, Hurricanes, Earthquake, Volcanoes, Landslides, Snow Avalanche, Fire, Forest Fire, Epidemics, Warfare, Community/Ethnic clashes; Models of disaster - crunch model and release model; Disaster Management: Meaning - Disaster Management Cycle; Disaster Management models.

UNIT II: Disaster Prediction and Forecasts

Disaster prevention: Vulnerability Assessment, disaster Risk Reduction, Hazard Assessment, emergency Operation Plan, Capacity assessment; Disaster preparedness :Public Awareness and education- community based Approach, Stakeholders' Roles and Responsibilities; Disaster management Risk factors: Challenges and constraints.

UNIT III: Dealing with Emergency

Response: Introduction- Disaster Response Activities- Traditional and Modern methods, Disaster Recovery: Introduction - The Recovery Plan- Disasters as opportunities for Developmental Initiatives-Rehabilitation and Reconstruction; Risks involved in response and recovery.

UNIT IV: Impact of Disasters

Disaster associated Health Issues - Emergency Health services and communicable diseases, Promoting Health and Hygiene through a sanitation programme; Physical Impact types - Infrastructure, Transportation, Communication, Electricity, Water, security; Social Impact- Welfare- Economic Impact, Emotional Impact- Trauma and Counseling; NGO's in Disaster Management and relief - National and International donor agencies; Animals in Disaster;

UNIT V: Role of Technology in Disaster Management

Emergency Management Systems (EMS) -Introduction – Uses- Types o Geographic Information System (GIS)- Advantages- Global Positioning System (GPS) and Role of EMS, GIS, GPS in Disaster Management Cycle, Role of social work professionals at different levels.

Pedagogical approach:

Lecture method, power point presentations, focus group discussions, field visits, seminars, role play, demonstrations, group activity, interactive debate and discussions.

Text Books:

- Murthy.D.B.N (2007) Disaster Management: Text and Case Studies, Deep and Deep Publishers, New Delhi

References:

- Anderson.M & Woodrow.P (1998) Development Strategies in times of Disaster, ITDG Publishing, London
- Deshpande.B.G (1996) Earthquakes –animals and Man, JAC Trust, Gurgaon
- Hejimans. A & Victoria. L (2001) Citizenry- Based and Development- Oriented Disaster Response, centre for Disaster Preparedness, Philipines
- Tearfund (2004) Development and Risk Reduction in the Indian state of Andhra Pradesh: A Case
- Abarqquez. I & Murshed. Z (2004) Community- Based Disaster Risk Management: Field Practitioners' Handbook, Asian Disaster Preparedness Centre, New Delhi

Mapping of Course Outcomes (COs) with Bloom's Taxonomy (K1 to K6)

CO/K	K1	K2	K3	K4	K5	K6
CO1	X					
CO2		X				
CO3				X		
CO4					X	
CO5					X	

Semester III   **Credit***: 4*

Paper -**3**   *Hr /wk: 5*

MSW 5431 INTRODUCTION TO HEALTH AND HEALTH CARE SYSTEMS

Course Description:

      The aim of this course is to give the students the basic knowledge of health and impress upon them the need to advocate for personal hygiene. Efforts will be taken to orient the learners to the various concepts about health and disease. Topics covered would help the students to rationalize the initiatives at the local, national and international level through organizations, governmental and non-governmental agencies in the delivery of health protection through special projects and schemes. It also ensures the physical and physiological well-being of the individual and masses. Technically the course work would also allude to concepts of Clinical & Social Epidemiology, Sociology for diseases and Medical Anthropology.

Course Outcome:

At the end of the course the students will be able to:

CO1: identify and infer the various indicators and determinants of health.

CO2: distinguish and sensitize the disease and its types.

CO3: discover the psycho social factors influencing health.

CO4: associate and interpret the structures and functions of health care delivery systems

CO5: connect and extend the knowledge on public health in the global context

Unit I: Health

Health – Concepts, Definition, Indicators and Determinants of Health, Fertility/ Mortality/ Nupitality/ Morbidity. Health Education – Principles & Methods

Unit II: Disease

Disease – Concepts, definition, Causes-deficiency/ Pathogens (bacteria, viruses, fungi, protest). Types: Communicable (infectious)/ Non-Communicable (noninfectious)/Acute & Chronic disease/   Illness, Disease, Sickness – Meaning/ differentiation/ Sick role

Unit III: Health and Social Factors

Social factors affecting health, social consciousness – perception and meaning of illness/ physical,   psychological and psychosocial environment and health

Unit IV: Health Care Delivery System

Health system, Health care services, health care delivery system – primary, secondary, tertiary. Community health care center- structure/ staff pattern/functions. Indigenous health service- ayush

Unit V: Public Health

Health – WHO - Millennium Development Goal / Sustainable Development Goal. Public Health - Under developed/ developing/ developed countries - Global challenges and responsibility.

Pedagogical approach:

Lecture method, power point presentations, focus group discussions, field visits, seminars, role play, group activity, interactive debate and discussions.

Text Books:

- Goel SL (1981) Health care Administration – A text Book, New Delhi, Sterling Publishing House.
- Kumar R, (1992) Social and Preventive health administration, Asia Publishing House, New Delhi.

REFERENCES:

- Banerjee G.R. (1950), Social Service Department in Hospitals – its organisations and functions, TISS, Bambay.
- Goel, S.L. (1984) Public Health Administration, Sterling Publishers, New Delhi,.
- Goldsteine Dora (1955) Expanding Horizons in Medical Social work; University of Chicago press.
- Minna Field (1953) : Patients are people, Columbia University Press, new Yori,
- Park, J.E. & Park K (1983) Text Book of Preventive and Social Medicine; Jabalpur, M/s. Banashidas
- WHO (1981) Social Dimensions of Mental Health, Geneva, WHO, Publications.
- Anand K K, (1996) Hospital Management: a new perspective, New Delhi,
- Vikas Publishing House.
- Desai VA, (1985) Hospital Administration, Miraj, Wanless Hospital.
- Francis CM (1995) Hospital Administration, New Delhi, Jaypee Brothers.
- Goyal, RC (2006) Hospital Administration and Human Resource Management, New Delhi, Prentice Hall India.

Mapping of Course Outcomes (COs) with Bloom's Taxonomy (K1 to K6)

CO/K	K1	K2	K3	K4	K5	K6
CO1	X					
CO2		X				
CO3					X	
CO4			X			
CO5					X	

Semester III   **Credit*: 4***

Paper –4   *Hr/Wk: 5*

MSW 5433 FUNDAMENTALS OF MENTAL HEALTH

Course Description:

      The theme of the course will be to search for reasons which determine the stability of mind, thought and action. To help the students gain a broader understanding and working knowledge in the field of Mental Health, aspects of diet, habits, customs and traditions that influence on the cognitive and emotive upkeep will be discussed. Major emphasis will be on factors such as personal, family and other societal determinants which cause distraught situations as matter of conflict of interest. In analyzing the emotional breakdown and mental disorders of individuals, aspects of delinquency, congenital disease, and habitual aberrations leading to extreme behavior will be covered.

Course Outcome:

At the end of the course the students will be able to:

CO1: Classify mental health types and its models.

CO2: distinguish the mental disorders and its types.

CO3: Appraise the impact of mental disorders.

CO4: Interpret the cultural belief and treatment associated with mental health.

CO5: Demonstrate community mental health programmes independently.

Unit I: Mental Health and Models

Mental Health, Mental Illness, Mental Disorders: Concepts, Definitions, Causes (biological /psychological/ sociological/ psychosocial) Effects (Predisposing/ precipitating/ perpetuating or maintaining factor). Myths and misconceptions of MI. Models of Mental Health – Biomedical / Psychosocial/ Structural determinants / strength recovery determinant. Relevance of Social Work to MH & MI.

Unit II: Neuroses and Psychosis

Neurosis- Anxiety, depression, OCD, convulsive disorder, phobia related. Psychosis: Functional – Affective – Organic Disorder

Unit III: Psychosomatic Disorder

PD , Alcoholism, Substance abuse, Sexual Disorder, Epilepsy, MR, Psychological problem among children, adolescent, elderly

Unit IV: Cultural belief and Treatment

Magnitude and burden of MD , promoting MH, Preventing and managing MI , Gap between MD and resources, MHGAP global health programme- Common cultural belief – Methods of Treatment – Physical/Psycho Social/ Indigenous.

Unit V: Community Mental Health

Community Mental Health: Concepts, definition, principles, practices. Development and Models of CMH. MH Act (1987), DMH Programme, School MH Programme.

Pedagogical approach:

Lecture method, power point presentations, focus group discussions, field visits, seminars, role play, group activity, interactive debate and discussions.

Text Books:

- Comprehensive Textbook of Psychiatry, (third ed.) Volumes 1 to 3, Williams and Wilkins, Baltimore / London.
- Kaplan, H.I. Freedom A.M. and Sadock B.J. (1980) Diagnostic criterion from DSM-IV American psychiatric assn.

Reference:

- Bellack A.S. (1984) Schizophrenia, treatment Management in Adult Bailliere Tindal, London.
- Berrios, G.E. & Dawson J.H. (1983) Treatment and Management in Adult Bailliere Tindal, London.
- Kappur, M Sheppard. Ralph and Renate (Eds) (1993)
- Mane P & Gandevia K. (Eds.) (1993) Mental Health in India Issues and Concerns; Tata Institute of Social Sciences, Mumbai.
- World Health Organization Geneva (1992) The ICD 10 Classification of Mental and Behavioral disorders. Clinical Description and Diagnostic Guidelines; Oxford University Press.

Mapping of Course Outcomes (COs) with Bloom's Taxonomy (K1 to K6)

CO/K	K1	K2	K3	K4	K5	K6
CO1		X				
CO2		X				
CO3			X			
CO4				X		
CO5					X	

Semester III   **Credit***: 4*

Paper –5   **Hr/Wk: 5**

MSW 5435 DISABILITY MANAGEMENT

Course Description:

The vulnerability of human to get carried away with the so called indicators of growth and prosperity makes them pay more in terms of health and happiness. Though the rapid strides of progress made in science, technology and development have undoubtedly brought sophistication and greater life expectancy, the equilibrium with which we have been living with nature is upset and this had led us to face several unprecedented catastrophes. Disability is one major issue in the health front. There are many causes and painful consequences to this. This course coming under M & P gives an overall glimpse on the assessment, management and the care given to the affected, especially the socially disabled, and briefs on efforts that are to be taken in rescuing, restoring and rehabilitating them.

Course outcome:

At the end of the course the students will be able to:

CO1: Classify the types of disabilities and identify strategies to remove social stigma associated with disability.

CO2: Connect the models of disability and its discourses.

CO3: Point out and prioritize the problems of Persons with Disability.

CO4: Organize disability rehabilitation programmes.

CO5: Apply the social work methods and intervention strategies in addressing the disability.

Unit I: Disability & Types

Disability: Definitions, causes, types and magnitude of various disabilities, Prevention of disabilities at primary, secondary and tertiary levels. Concept: Disability, Impairment and Handicapped. Misconceptions and societal attitudes towards persons with disability.

Unit II: Historical context

Historical and contemporary perspectives on Disability. Models of Disability and discourses - historical, medical, social, spiritual, cultural, political, gender and psychological. Limitations and strengths of persons with disabilities.

Unit III: Disability impacts

Impact of disability on persons with disability and their families: reactions of parents/family members and ways of coping. Needs and problems of persons with disability and their

families across the life span and at critical stages in their lives and social work intervention at each stage.

Unit IV: Disability rehabilitation

Multidisciplinary rehabilitation team and their roles: Process of rehabilitation, early identification, treatment, aids and appliances, psycho education, vocational rehabilitation and social integration within the family and community. Role of social worker in different settings - hospital and treatment centres, home, educational institutions, vocational rehabilitation centres, community based rehabilitation.

Unit V: Social Work with disability

Social Work Methods and Intervention strategies - individual, family and community levels: problem: self-help level – self-help, support groups, assertiveness training, life skills enrichment; amily level - family crisis intervention, parent guidance, parent training, community level -community awareness and education, PWD Act.

Pedagogical approach:

Lecture method, power point presentations, focus group discussions, field visits, seminars, role play, group activity, interactive debate and discussions.

Text Books:

- Karanth, Pratibha & Joe Rozario, (2003) Learning disability in India, Sage, London
- Albrecht G.L, Katherine D Seelman. & Michael Bury, (2001) Hand Book of disability Studies, Sage, London.

References

- Hegarty Seamus & MithuAlur, (2002) Education and Children with special needs, sage, London,
- Grant, (2005) Learning disability: A lifecycle approach to valuing people, Open University Press, London
- Moore, (2005) Researching disability issues, Open University Press, London
- Sanchiler, Social welfare India.

Mapping of Course Outcomes (COs) with Bloom's Taxonomy (K1 to K6)

CO/K	K1	K2	K3	K4	K5	K6
CO1		X				
CO2		X				
CO3			X			
CO4				X		
CO5					X	

Semester III   **Credit*: 5***

Paper - 6   *Hr /wk: 5*

MSW 5437 BLOCK PLACEMENT FOR MEDICAL & PSYCHIATRIC SOCIAL WORK I- FIELD WORK

Course Description:

The course aims at enabling the students to understand the various components of Medical and Psychiatric social work practice and develop skills and competencies required for effective Psychiatric Social Work Interventions at clinical and community level. This will be done by deputing students for a period of 30days in field work placement in Medical and psychiatric settings.

Course Outcome:

At the end of the course the students will be able to:

CO1: Understand and apply the methods of social work practices in Health sectors.

CO2: Familiarize and utilize the documentation skills, psycho social methods & therapies for wellbeing.

CO3: Relate the structure and functions of Hospital Administration.

CO4: Practice the models of rehabilitation and Develop insights on Medico legal challenges in health sector.

CO5: Equip and exhibit necessary skills and competencies relevant to Medical and Psychiatric settings.

UNIT I: Medical & Psychiatric Social Work in Clinical setting

Case history taking and mental status examination- Disability assessment and Management- Rehabilitation Processes- therapeutic Interventions- Home visits and Referral services- Counseling in different settings

UNIT II: Medical & Psychiatric Social Work in Community setting

Community basement rehabilitation- campaigning and educational programmes- state and Mental Health- Field Research. N.B The learning situation will be both structured and unstructured. The trainee will be given various practical assignments during the placement that would enable him/her to use not only process learning methods but also various non-participant study techniques.

Course Requirements and valuation:

75% of the marks will be allotted for Continuous Assessment. Regularity in field visits, seriousness of purpose, ability for conceptualizing issues, functional knowledge inMedical and Psychiatric social work practices, application of concepts and skills in problem solving will be assessed on the basis of weekly reports. A Viva- Voce will be conducted at the end of the semester with the faculty and External Examiner. Performance in Viva will be evaluated for 25%.

A. Continuous Assessment:

Nature of Project/ Assignment undertaken	- 15 Marks
Field Work Consultation and Conferences	- 15 Marks
Weekly Reporting	-20 Marks
Assessment by Training Organization	- 25 Marks
Total	**- 75 Marks**

(Regularity of attendance, willingness to take Instructions and responsibilities, learning and Problem solving ability etc.)

B. Viva- Voce:

Working Knowledge in the field	- 10 Marks
Conceptualization of issues	- 5 Marks
Problem solving ability	- 5 Marks
Consolidated Report	- 5 Marks
Total	**- 25 Marks**

Mapping of Course Outcomes (COs) with Bloom's Taxonomy (K1 to K6)

CO/K	K1	K2	K3	K4	K5	K6
CO1		X				
CO2			X			
CO3				X		
CO4					X	
CO5						X

Semester III   **Credit:*4***

Paper - 3   *Hr /wk: 5*

MSW 5451 RURAL DEVELOPMENT IN INDIA

Course Description:

This paper in planned to provide information on the life in the rural backdrop, governance and bureaucracy framework of rural development and seeks to examine at least few major rural schemes and projects that are conceived to alleviate and mitigate the existential problems of rural poor the India.

Course Outcome:

After completing this course, the students will be able to:

CO1: Cognize the rural economy and problems of rural India

CO2: Analyze and apply the approaches of rural development

CO3: Evaluate and practice the rural development policies and programmes for

rural development

CO4: Demonstrate rural development through panchayatiraj system

CO5: Equip himself/ herself and employ in the Rural Development Administration and Financial Institutions working for rural development.

UNIT I: Nature of Rural Community

Rural Community: Definition, meaning, Characteristics of rural Community, Issues of accessibility, availability and affordability of basic services; Rural economy – Agriculture, non-agriculture sub sector, rural craft and occupation and rural industries; Problems in Rural India: Structural inequality, rural poverty and Rural employment. Livelihood: problems and prospects.

UNIT II: Rural Development

Rural Development: Concept, nature, philosophy and historical context; Meaning & Determinants; Early experiments of rural development-Sriniketan, Sevagram, Marthandam, Gurogaon, Firka development, Nilokheri and Etawoh pilot project; Approaches to rural community development.

UNIT III: Rural Development Programmes in India

Rural development policies and goals in India and Supportive Policies - Different Models of Rural Development – 1) Community Development Programme - History, objectives, activities and evaluation of CDP -2)Approaches and Strategies: Intensive Agricultural District Programme (IADP) , Integrated Rural Development Programme (IRDP), Draught

Prone Area Programme (DPAP), Employment and Infrastructure Development Programme (EIDP), High Yielding Variety Programme (HYVP), NREGP.

UNIT IV: Rural Governance and Rural Development

Panchayati Raj Institutions: concept & Significance; Gram Sabha: Concept, Significance, Structure& Powers -People's participation in development –local self-governance – understanding the evolution of the panchayatiraj system - Detailed study of 73rd Constitutional Amendment - Successful models in Panchayatiraj system – Kerala, Karnataka and West Bengal models.

UNIT V: RURAL DEVELOPMENT ADMINISTRATION

Structure & Function of Rural Development Administration - structure of rural development department – DRDA-BDO-VAO; Financial Institutions: RBI, NABARD, CAPART, World Bank and IMF, Corporates etc. - Role in Rural Development: NGOs, Cooperatives, Public enterprises, SHGs and Community enterprises.

Pedagogical approach:

Lecture method, power point presentations, focus group discussions, field visits, seminars, role play, group activity, interactive debate and discussions.

Text Books:

- Singh, Katar.1999. Rural Development Principles, Policies and Management. New Delhi. Sage Publications.

References:

- McAreavey, Ruth. 2009, Rural development theory and practice ,Routledge studies in development and society, UK
- Kumar, S. 2002 Methods for Community Participation: A Complete Guide for Practitioners. New Delhi: Vistaar Publications.
- Reddy, G.R., & Subrahmanyam, P. 2003 Dynamics of Sustainable Rural Development. New Delhi: Serials Publication
- Shah. G (1990), Social Movements in India, Sage Publications, New Delhi.
- Sharma, K. L (1998) Social Stratification in India, Rawat Publications, Jaipur.
- Beteille, A (1992) The Backward Classes in Contemporary India, Oxford University Press, New Delhi.

Mapping of Course Outcomes (COs) with Bloom's Taxonomy (K1 to K6)

CO/K	K1	K2	K3	K4	K5	K6
CO1		X				
CO2			X			
CO3				X		
CO4				X		
CO5					X	

Semester III   **Credit:*4***

Paper - 4   *Hr /wk: 5*

MSW 5453 LIVELIHOOD AND SOCIAL ENTERPRISES

Course Description:

   This course aims to introduce and facilitate about the concept Livelihood and Social Enterprises among the students and expose them to the social enterprise models to enhance and strengthen their competence in social entrepreneurship.

Course outcome:

At the end of the course the students will be able to:

CO1: Associate the concepts of livelihood, its approach and promotion.

CO2: Apply and choose livelihood for upliftment of community/society.

CO3: Sketch out the plans and execute social entrepreneurship activity and CSRs.

CO4: Connect the skills, quality and traits of social entrepreneurship to bring a positive societal change.

CO5: Appraise and compare the case studies to gain appropriate livelihood promotion activities.

UNIT I: Livelihood

Livelihood: Concept, Meaning, Definition, Principles, History and Importance of Livelihood Promotion. Livelihood approaches: Rural poor, Agriculture, Migration, and Diversification, sectoral differences - Livelihood promotion by different agencies - Government, Non Profits & Corporate - Major livelihood programs in India and Challenges in livelihood promotion.

UNIT II: Livelihood framework

Understanding Livelihood Frame Work – Assets/Capitals – Natural, Physical, Financial, Human and Social. Vulnerability context, Policies and Process, Livelihood Strategies, Livelihood outcomes. Livelihood Frame Work Analysis: Different models - Enhancing Income, Increasing Food Security and Reduction – Risk and Migration.

Unit III: Social Enterprise

Social Enterprise: concept, definition, importance, similarities and differences and types. Growth and performance of social enterprises in Indian and global context; Relationship: with State, Civil society and Corporate; Corporate Social Responsibility: meaning, definition, concepts, principles, Business ethics and corporate social responsibility, models of CSR: Concept of Triple Bottom Line, Bottom of the Pyramid, Sustainopreneurship; Role and skills of social workers in CSR.

Unit IV: Social Entrepreneurship

Social Entrepreneurship: concept, definition, importance; social entrepreneurship and business entrepreneurship – social entrepreneurs and social change. Skills, Qualities and traits of social entrepreneurs. Problems of entrepreneurship, Role of social workers in entrepreneur development.

Unit V: Case studies

Case studies in Livelihood Promotion –Watershed, Animal Husbandry, Micro enterprises, Micro Finance; Case studies of Indian social enterprises and entrepreneurs such as Ela Bhatt, M.S.Swaminathan, Vargeese Kurien, Aruna Roy, Rajinder Singh. Case studies related to CSR: Suzlon, Hindustan-Unilever, Infosys, Wipro, Ranbaxy and TATA.

Pedagogical approach:

Lecture method, power point presentations, focus group discussions, field visits, seminars, role play, group activity, interactive debate and discussions.

Text Books:

- Vijay Mahajan, Sankar Datta and Gitali Thakur, (2001) A Resource Book for Livelihood Promotion,
- Phansalkar, (2003) Livelihoods: Promoting Livelihood Enhancement, Mumbai, Sir Dorabji, Tata Trust.

References:

- Livelihood - Key Concepts,(1999) ICRA Learning Resources
- DFID (2001) Livelihood Framework - Sustainable Livelihood Guidance Sheets
- Perpetua Katepa, (2005) Sustainable Livelihood Approaches in Operation: A Gender Perspective, International Associates for Development
- David Bornstein, (2007) how to change the world, social entrepreneurs and the power of New Ideas , Oxford university Press
- Alex nichollls (2006) social Entrepreneurship: New models of Sustainable Social change, Oxford university Press.

Mapping of Course Outcomes (COs) with Bloom's Taxonomy (K1 to K6)

CO/K	K1	K2	K3	K4	K5	K6
CO1		X				
CO2			X			
CO3				X		
CO4				X		
CO5					X	

Semester III   **Credit:*4***

Paper - 5   **Hr /wk: 5**

MSW 5455 INTRODUCTION TO NGO MANAGEMENT

Course Description:

      This course aims at introducing the students of development management specialization, the concepts and principles involved in managing non-profit organizations, particularly Nongovernmental Organizations (NGOs). The need for establishing NGOs and the context with the ways and means of managing a nonprofit agency will be narrated. The organizational structure, the frame and terms of references made within and between agencies of similar kind functioning within India and abroad will be adequately covered.

Course Outcome:

At the end of the course the students will be able to:

CO1: Associate and infer civil society, voluntary organization and NGO interface.

CO2: Demonstrate independently the legal framework of voluntary organizations.

CO3: Create and manage the NGO and its structure, process through management skills.

CO4: Assess the methods or ways to mobilize the resources independently.

CO5: Create, appraise and evaluate developmental projects in NGOs.

Unit I: Non-Governmental Organizations (NGO)

NGO: Concept, Meaning, Need, Classification and types, Functions, Principles, Role of NGOs in Development. Historical Development of NGOs in India. Locating NGOs – Voluntarism and Civil Society – the Third Sector - Development aid chain; NGO Interface – State relationship, community based organizations, Other NGOs and CSOs – Networking, Partnering, Collaborating, - Common denominators and overlaps in Business, Public and Non-profit managements. NGO as Organizational Entities.

Unit II: Legal framework

Need for Legal framework: Registration and Establishment of NGOs –Societies Registration Act, Trust Act and Company's Act (Sec. 25) - Bylaws Preparation – MOU, MOA. Specific Tax Exemptions (Section 12 A, Section 35 AC, Section 80 G & 80 GG of Income Tax Act. Foreign Contribution Regulations Act.

Unit III: Organizational structure & management

Vision, Mission and Goals; Management: Strategic Planning - Division of responsibility, authority and power relations - Decision making – Participation; Organizational commitment Stakeholder Accountability and Transparency; HR competencies: need and importance, acquirement of competencies and skill sets, Training and Development and Appraisal of NGO staffs.

Unit IV: Resource mobilization

Resource mobilization: Non-Financial Resource – Natural Resources, Physical Resources – Human Capital Resources and Social Capital - Financial Resource. Funding source: Institutional and Non-Institutional, National and International; Financial Management: concepts and Basic Accounting principles, Office management: record keeping and documentation, File upkeep and maintenances, Publicity and public relations.

Unit V: Managing Projects in NGOs

Project management: Project - concept, meaning, need, importance; requirement of Project proposal writing; Project management cycle – project identification, formulation, planning, implementing, budgeting, monitoring and evaluation; Tools: Stakeholder analysis, Gender Analysis, Situation Analysis, Problem Analysis, Logical Frame Analysis (LFA).

Pedagogical approach:

Lecture method, power point presentations, focus group discussions, field visits, seminars, role play, group activity, interactive debate and discussions.

Text Books:

- Kandasamy, M., 1998 *Governance and Financial Management in Non–Profit Organization*s. New Delhi: Caritas India.
- Fowler, Alan. 1997. *Striking a Balance - A Guide to Enhancing the Effectiveness of Non-Governmental Organizations in International Development. London. Earthscan Publications Ltd.*

References:

- Brody, R. 2004 *Effectively Managing Human Service Organizations*. Sage Publications
- Drucker, P.F., 1992, *Managing the Non-Profit Organization: Principles and Practices.* Harper Business
- Julie Fisher, 2003 *Governments, NGOs and the Political Development of the Third World,* Jaipur: Rawat Publications.

- Kilby, Patrick, 2011, *NGOs in India : the challenges of women's empowerment and accountability,* Routledge contemporary south Asia series, London and New York

Mapping of Course Outcomes (COs) with Bloom's Taxonomy (K1 to K6)

CO/K	K1	K2	K3	K4	K5	K6
CO1		X				
CO2			X			
CO3						X
CO4					X	
CO5						X

Semester III   **Credit***: 4*
Paper - 6   *Hr /wk: 5*

MSW 5457 BLOCK PLACEMENT FOR DEVELOPMENT MANAGEMENT I- FIELD WORK

Course Description:

The course aims at training the students build their own skills and competencies required for Development Sector. This will be done by organizing field work placements in NGOs and other Development agencies for a period of 30days.

Course Outcome:

At the end of the course the students will be able to:

CO1: Understand and apply the methods of social work practices in rural community settings.

CO2: Familiarize and apply the NGO management techniques and its implications in voluntary sector.

CO3: Relate the structure and functions of NGOs and NGDOs.

CO4: Equip necessary project management skills and competencies to execute the projects in NGO sector.

CO5: Develop insight and practice social justice through civil society for further nation building.

UNIT I: NGO and the Community Interface

Peoples' Constituency- Community structure- Current problems and issues- Relationship with CBOs- Entry strategies- Sustaining relationships- Community perceptions- Exit strategies

UNIT II: NGO and the State

Collaboration with the state- State sponsored projects-State- NGO relationships - problems in autonomy and Critical collaboration- Evaluating NGO Experiences

UNIT III: Networking

Understanding networks- Partnering and collaborations- NGO collectives- Nodal agency roles

UNIT IV: Advocacy

Role in advocacy- Methods and strategies adopted

UNIT V: Knowledge Management

Documentation- Research and knowledge generation- knowledge dissemination methods.

N.B The learning situation will be both structured and unstructured. The trainee will be given various practical assignments during the placement that would enable him/her to use not only process learning methods but also various non-participant study techniques.

Course Requirements and valuation:

75% of the marks will be allotted for Continuous Assessment. Regularity in field visits, seriousness of purpose, ability for conceptualizing issues, functional knowledge in NGO Management, application of concepts and skills in problem solving will be assessed on the basis of weekly reports. A Viva- Voce will be conducted at the end of the semester with the faculty and External Examiner. Performance in Viva will be evaluated for 25%.

A. Continuous Assessment

Nature of Project/ Assignment undertaken	- 15 Marks
Field Work Consultation and Conferences	- 15 Marks
Weekly Reporting	-20 Marks
Assessment by Training Organization	- 25 Marks
Total	**75 Marks**

(Regularity of attendance, willingness to take Instructions and responsibilities, learning and Problem solving ability etc.)

B. Viva- Voce

Working Knowledge in the field	- 10 Marks
Conceptualization of issues	- 5 Marks
Problem solving ability	- 5 Marks
Consolidated Report	- 5 Marks
Total	**- 25 Marks**

Mapping of Course Outcomes (COs) with Bloom's Taxonomy (K1 to K6)

CO/K	K1	K2	K3	K4	K5	K6
CO1		X				
CO2			X			
CO3				X		
CO4					X	
CO5						X

Semester III   **Credit*:4***

Paper – 3   *Hr/ Wk: 5*

MSW 5471 HUMAN RESOURCE MANAGEMENT - I

Course Description:

      The main objective of this course is to prepare the students for management and administrative positions in various industrial, businesses, governmental/ non- governmental organizations and service sector organizations.

Course Outcome:

At the end of the course the students will be able to:

CO1: to interpret and translate the principles and approaches of management

CO2: Describe and associate the importance of human resources and their effective management in organizations

CO3: Demonstrate and apply the process of HR in his/her work place.

CO4: Appraise and audit the performance of the employees at his/her work place.

CO5: Analyze and equip to survive as a HR personnel in the global context.

UNIT I: Management

Management -Definition, Concept, Principles. Schools of thoughts on Management - Scientific Management Movement - Henry Fayol's principles of management – Human Relations Movement - Systems Approach - Contribution of Frederick W. Taylor, Elton Mayo, Peter Drucker.

UNIT II: HRM

HRM: Meaning, Definition, Concept, objectives and importance- Role of HR Manager; Competencies of HR Manager: Employer branding and Competency mapping -Changing role of HRM. Human Resources Planning - Nature and need for Human Resource Planning in Organizations- Importance of HRP- Various factors affecting HRP- HRP Process**.**

UNIT III: HR Process

Job analysis- purpose and methods- Job description- Job specification- Job evaluation - techniques in job evaluation - Job enrichment - Job enlargement, Attrition analysis, Retention Management: Need & objectives, method; Human Resource Acquisition**:** Recruitment - Meaning and Definition- Factors affecting Recruitment, Sources of Recruitment; Selection: Meaning - Process of Selection- Placement- Orientation and Socialization.

UNIT IV: Performance Management System

Performance Management System: Concept, Philosophy, Performance Management Process – Skill Matrix, 360 Degree Appraisal, Balanced Score Cord, People Capability Maturity Model, Performance Counselling, Mentoring; Employee Engagement Activities: HR Audit, Knowledge Management, Business Process Outsourcing**.**

UNIT V: Global HRM

SHRM: Introduction- Definition- Rationale for SHRM- Aligning HR with Business strategy; **IHRM:** Concept, Definition, importance, and models of International HRM - Challenges of International HR Managers; Global HR practices; Measuring intellectual capital; Path to Global Status : Control Mechanism **-** Cross-border Alliances – Cross-border mergers and acquisitions – International Equity Joint Ventures.

Pedagogical approach:

Lecture method, power point presentations, focus group discussions, field visits, seminars, role play, group activity, interactive debate and discussions.

Text Books:

- Aswathappa, K (2008), International Human Resource Management, New Delhi, Tata-
- Bhatia, B S (2003), Human Resource Management, New Delhi, Deep & Deep.

Reference:

- Arya & Tandon, (2004), Human Resource Management, New Delhi, Deep & Deep
- Cary. L. Cooper 2005- Reinventing HRM Challenges and New Directions, Atlantic Publishers
- Chatterjee, Baskar (2007), Human Resource Management, New Delhi, Sterling Pub.
- Chatterjee. B 1999 - Human Resource Management: A Contemporary Text, Sterling Publishers, New Delhi
- Fisher &Cynthia 1997- Schoenfeldt Human Resource Management Development, Houghton Mifflin Publishers, Boston
- Kushway, Barry (2004), Human Resource Management, New Delhi, Crest Publishing, McGraw Hill.
- Mrudula.E & Ramani.V.V 2007- Emerging Trends in HRM: Sectoral Experiences, DGM Icfai Books

Mapping of Course Outcomes (COs) with Bloom's Taxonomy (K1 to K6)

CO/K	K1	K2	K3	K4	K5	K6
CO1		X				
CO2			X			
CO3				X		
CO4					X	
CO5				X		

Semester III   **Credit:*4***

Paper - 4   *Hr/ Wk: 5*

MSW 5473 INDUSTRIAL RELATIONS AND LABOUR LEGISLATIONS IN INDIA

Course Description:

The purpose of this course is to provide in-depth knowledge about the relationship between Employer, Employee and the State, to bring out the importance of cordial employee relations for organizational productivity.

Course Outcome:

At the end of the course the students will be able to:

CO1: Understand and demonstrate the essential practices, forms and functions of industrial relations and labour welfare in India.

CO2: Classify and ensure implementation of the appropriate legislations related to work and safety in Indian industries.

CO3: Implement appropriately the legislations related to social security and wages in Indian industries.

CO4: Execute and maintain industrial relations through legislations.

CO5: Analyze core issues, policies and practices surrounding employee conflict and disputes.

UNIT I: Industrial Relations

Industrial Relations (IR) - Introduction -Meaning and Definition, Forms of IR –Significance of good IR Practices; Labour Legislation: Concept, Meaning, Objectives and Importance; Labour Welfare: concept, scope and classification- Role and functions of Labour Welfare Officer. International Labour Organization (ILO): Objectives, functions and role of ILO in labour welfare- implementation of ILO recommendations in India.

UNIT II: Working and Safety

The Factories Act 1948, The Mines Act 1952, The Plantation Labour Act 1951, The Shops and Establishments Act 1947. Tamil Nadu Shops and Establishment Act 1947, Tamilnadu Industrial Establishment (National and Festival Holidays) Act 1951.

UNIT III: Social Security and Wages

Social Security: The Workmen's Compensation Act, 1932; The Employee State Insurance Act, 1948; The Employees Provident Fund and Miscellaneous Act, 1952; The Payment of Gratuity Act, 1972; The Maternity Benefit Act, 1961; Legislations relating to Wages: The

Payment of Wages Act, 1936; The Minimum Wages Act, 1948; The Equal Remuneration Act, 1976; The Payment of Bonus Act, 1965.

UNIT IV: Legislations related to Industrial Relations

The Industrial Disputes Act, 1947; The Industrial Employment (Standing Order) Act, 1948; The Trade Union Act, 1926; The Contract Labour (Regulation and Abolition) Act, 1970.

UNIT V: Conflicts and Disputes

Conflicts & Grievances: Meaning, Causes, forms of conflicts: strikes and Lockouts, Redressal Procedure; Collective bargaining: Meaning, Scope, difficulties encountered in India; Negotiation: Meaning, procedure; Workers Participation in management: Meaning and importance; Industrial Social Work: meaning, scope, Role of Social Workers in Industry.

Pedagogical approach:

Lecture method, power point presentations, focus group discussions, field visits, seminars, role play, group activity, interactive debate and discussions.

Text Books:

- Tripathi.P.C 1994- Personnel Management &Industrial Relations, Sultan Chand Publishers , New Delhi
- Padhi.P.K 2012- Labour and Industrial Laws, PHI Publishers

References:

- Madhusudhana Rao. M 1986- Labour Management Relations And Trade Union Leadership, Deep and Deep Publishers, New Delhi
- Lal Das. D. K 1991- Personnel Management, Industrial Relations and Labour Welfare, Y.K. Publishers, Agra
- Arora. M 2005- Industrial Relations, Excel Book Publishers, New Delhi
- SharitBhowmik 2012- Industry, Labour and Society, Orient Blackswan Publishers
- Kumar. H. L 2013- Labour Laws Everybody Should Know, Universal Law Publishers

Mapping of Course Outcomes (COs) with Bloom's Taxonomy (K1 to K6)

CO/K	K1	K2	K3	K4	K5	K6
CO1		X				
CO2		X				
CO3			X			
CO4				X		
CO5				X		

Semester III   **Credit***:4*

Paper - 5   **Hr/ Wk: 5**

MSW 5475 ORANIZATIONAL BEHAVIOUR

Course Description:

The purpose of this course is to provide in-depth knowledge about organizational behavior relationship between to perceive develop the skills appropriate to the field practices to bring out the importance of cordial behavior for organizational productivity.

Course Outcome:

At the end of the course the students will be able to:

CO1: Express and associate the concept of Organizational Behaviour (OB) in contemporary organization.

CO2: Identify and predict the human behaviours at work place.

CO3: Understand and review the organizational dynamics.

CO4: Carryout the concepts and styles related to management like TQM, TPM, 5S, Kaizen, Six sigma etc

CO5: Recognize the meaning and characteristics of organizational culture.

Unit I: Organizational Behavior (OB)

OB: Nature, Meaning and Definition, History, Models- Contributions of Hawthorne studies. System views of Organization level of analysis (Individual, group and organization). Organizational Effectiveness, Organizational Climate.

Unit II: Human Behaviour at Work

Job satisfaction, morale, motivation &Theories - Maslow, Herzberg, Vroom, McClelland; Conflict and Negotiation, Stress management and Effective Communication, Johari Window.

Unit III: Organizational Dynamics

Groups in Organization: Nature, Cohesiveness, group dynamics; dynamics of group formation; Teams: Meaning, Characteristics, Types and significances. Leadership: process, style, types and theories - Contingency Model, Managerial Grid, Situational, Transactional and Transformational.

Unit IV: Human Engineering

TQM, TPM, Japanese Style of Management-5S, Kaizen and Six Sigma and its applicability; Occupational hazards at workplace environment. Employee counseling

Unit V: Organizational Culture

Meaning and characteristics, Challenges, Organizational socialization process, Function and effects, role of leaders, Assessing organizational culture, changing organizational culture, developing a global organizational culture.

Pedagogical approach:

Lecture method, power point presentations, focus group discussions, field visits, seminars, role play, group activity, interactive debate and discussions.

Text Books:

- Stephen Robins (1993), Organizational Behaviour PHI, New Delhi,
- Vroom V.H & Grant L. Organizational Behaviour and Human Performance Wiley, New York 1969.

References:

- Arnold, Hugh J. & Daniel E.Feldman (1986), Organizational Behaviour, McGraw Hill,
- Fred Luthans (1993), Organizational Behaviour, McGraw Hill New York,
- Hellriegel Slocum Woodman: Organizational Behaviour- Thomoson Asia Pvt Ltd. Singapore
- Keith Davis: Human Behaviour at Work McGraw Hill New York 1993
- Lawler, Porter L.M: Behaviour in Organizational McGraw Hill, NewYork ,1975
- Lewll L.N. and Reitz H. J Group Effectiveness in Organization in Organization, Glenview I.L: Scott foreman
- Ouchi W.G: Theory .How American business can meet the Japanese Challenges, Addison West. 1981
- Prasad L.M: Organizational Behaviours.Chand & Co. 1996
- Schein Edgar: Organizational Psychology, Englewood Cliffs NJ, Prentice Hall, 1970.

Mapping of Course Outcomes (COs) with Bloom's Taxonomy (K1 to K6)

CO/K	K1	K2	K3	K4	K5	K6
CO1		X				
CO2		X				
CO3				X		
CO4					X	
CO5					X	

Semester III   **Credit:*4***

Paper - 6   **Hr/ Wk: 5**

MSW 5477   BLOCK PLACEMENT FOR HUMAN RESOURCE MANAGEMENT I- FIELD WORK

Course Description:

The course aims at enabling the students to understand the emerging trends and concepts in HR practices and hone skills and competencies required for effective HR interventions. This will be done by organizing field work placements in Industrial settings for a period of 30days.

Course Outcome:

At the end of the course the students will be able to:

CO1: Understand and apply the methods of social work practices in industrial settings.

CO2: Familiarize and apply the HR process and its implications in the organizational sector.

CO3: Relate the structure and functions of HR department in the organization.

CO4: Equip necessary HR skills and competencies to execute the job in the organization.

CO5: Develop insight and practice the value addition by the HR department to further the business goals of the company.

UNIT I: Issues and Practices in Industrial Relations

Legal basis of IR- applications of trade Union Act- ID Act etc.- Trade unionism- Issues of changing roles- Industrial dispute and dispute settlement procedures- grievance handling procedures- Collective barraging- Nature and changing patterns- Negotiation- Conciliation- Arbitration in industries.

UNIT II: OD Interventions

Steps and processes in organizational change- Employee participation and empowerment- organizational restructuring- job redesigning- OD interventions such as TQM, ISO, QC, QWL etc.

UNIT III: Social Work Interventions in Industry

Industrial counseling- Employee family welfare programmes- Community development projects- Collaborating with government and non- government organizations-Social responsibility of industries.

N.B The learning situation will be both structured and unstructured. The trainee will be given various practical assignments during the placement that would enable him/her to use not only process learning methods but also various non-participant study techniques.

Course Requirements and valuation:

75% of the marks will be allotted for Continuous Assessment. Regularity in field visits, seriousness of purpose, ability for conceptualizing issues, functional knowledge in HR Practices, application of concepts and skills in problem solving will be assessed on the basis of weekly reports. A Viva- Voce will be conducted at the end of the semester with the faculty and External Examiner. Performance in Viva will be evaluated for 25%.

A. Continuous Assessment

Nature of Project/ Assignment undertaken	- 15 Marks
Field Work Consultation and Conferences	- 15 Marks
Weekly Reporting	-20 Marks
Assessment by Training Organization	- 25 Marks
Total	**- 75 Marks**

(Regularity of attendance, willingness to take Instructions and responsibilities, learning and   Problem solving ability etc.)

B. Viva- Voce

Working Knowledge in the field	- 10 Marks
Conceptualization of issues	- 5 Marks
Problem solving ability	- 5 Marks
Consolidated Report	- 5 Marks
Total	**- 25 Marks**

Mapping of Course Outcomes (COs) with Bloom's Taxonomy (K1 to K6)

CO/K	K1	K2	K3	K4	K5	K6
CO1		X				
CO2			X			
CO3				X		
CO4					X	
CO5						X

Semester IV   **Credit: 4**

Paper –1   *Hr /wk: 5*

MSW 5402 PROJECT

Course Objective:

      This course practically aims at acquiring the application of research methods, tools and techniques and to develop skills of analysis and reporting among the students. This is done by encouraging students to identify researchable problems in their areas of specialization and do independent field study projects.

Course Outcome:

At the end of the course the students will be able to:

CO1: Identify and Formulate the Research Problems independently.

CO2: Execute appropriate Research Methods and Designs for the research Process.

CO3: Employ appropriate data collection tools and sampling techniques

CO4: Organize the Data and produce results using appropriate data analysis tools.

CO5: Draft the research thesis independently.

Course Requirements and Evaluation

1. The duration for the study project is for one semester.
2. The students shall submit the report in a prescribed mentioned format on or before a specified date, failing which will warrant disqualification.
3. The student shall work under the close supervision and consultation with the faculty guide appointed for the purpose at every stage of the research work regularly and get approved failing in which leads to disqualification for appearing in Viva Voce examination.
4. The faculty advisor shall be responsible for the continuous assessment of the course and his/her recommendation for final evaluation of the project shall be mandatory.
5. 75% of the marks shall be allotted for continuous assessment. Continuous assessment shall be made on the following basis by the faculty advisor:

A. Continuous assessment

Participation in Research workshops	15 marks
Consistency of involvement and meeting deadlines	15 marks
Individual presentations	20 marks
Ability for independent work	25 marks
Total	**75 marks**

6. Remaining 25% of the marks shall be allotted for Terminal Evaluation on successful completion and submission of the Project Report (2 bounded copy) in the **Prescribed format - 40 pages in A4 size executive bond paper excluding tabular columns, graphs etc.,**

7. **The Project Work has to be duly recommended by the faculty advisor and the Head of the Department for appearing in the final Viva Voce.**

8. **The Viva Voce shall be conducted by a three-member committee of examiners of which one is an external member**.

9. 25% of the marks allotted for the Viva Voce will be assessed on the following basis:

Problem identification and conceptualization of the Research Question	5 marks
Review of Literature	5 marks
Effort taken in collecting data	5 marks
Innovative methods and techniques used	5 marks
Analysis, Conclusion & Reporting	5 marks
Total	25 marks

Any proven case of plagiarism will warrant disqualification.

Mapping of Course Outcomes (COs) with Bloom's Taxonomy (K1 to K6)

CO/K	K1	K2	K3	K4	K5	K6
CO1		X				
CO2			X			
CO3				X		
CO4					X	
CO5						X

Semester IV   **Credit*:4***

Paper – **2**   **Hr /wk: 5**

MSW 5404 DEVELOPMENT COMMUNICATION FOR SOCIAL ADVOCACY

Course Description:

This course is important to all students getting trained in social work because effective communication is a basic necessity for any individual to make sense in this society. With the internet technology, the conventional means of communication which gives a world of opportunity for imaginations and freedom to interpret contexts takes a beating. it becomes all the more important to train students in various methods in the mainstream and alternate forms of communications. With this in mind the course on Development Communication for Social Advocacy aims at training the students.

Course Outcome:

At the end of the course the students will be able to:

CO1: Explain and associate the significance of mass communication and mass media in the society.

CO2: Classify and recognize the genres, nuances of mass media and its impact on culture.

CO3: Explain the concepts of development communication and its role in societal development.

CO4: Demonstrate and dramatize the community or society to create awareness and sensitization programme through alternative media.

CO5: Integrate, organize and plan social advocacy programs for the development of society.

Unit I: Media and Mass Communication

Communication: Meaning, concept, significance and Types, Sociological aspects of Communication; Communication and Culture; Communications Models - Print, Visual and Electronic; Mass Communication: Meaning, Development and Scope; Mass Media - Meaning, Elements & Functions of Mass Media, Impact; Role of Mass Media in National Development, Limitations in the use of Mass Media in India.

Unit II: Nuances of Mass Media on culture

Role & Performance: Mass Media & Cyber Media - Cultural approaches: Mass communication and multicultural nuances and its impact; Mainstream modes: Print and visual media – A critique on populist Genre in Print media, Television and Movie - Media Education, Media Research.

Unit III: Need for Development Communication

Development – key concepts in development: Self-reliance, dependence, cultural identity, decentralization, Modernization, first world and third world needs - Development Communication: Definitions- Roles of Development Communication – Philosophy - General differences from communication – goals of communication – difference between communication for development and development communication

Unit IV: Alternative Media

Alternative media: Definition and usage, types, relevance; Group Media: Concept, manufacture and use of different media for a campaign - photos, posters, puppets, flash cards, street play, Electronic Media: strengths and limitations; internet as a tool for development; Social networking: Face book, twitter, Blog, Websites and emails - Folk Media: Definition, types, problems faced in using folk media

UNIT V: Advocacy for Social Work Practice

Advocacy –Meaning, Definition, types; Social Advocacy: Meaning, Need, Process, Social advocacy and social change; Role of Social Worker in social advocacy; social activism: Communicating social emotions, needs and canalizing information.

Pedagogical approach:

Lecture method, power point presentations, focus group discussions, field visits, seminars, role play, group activity, interactive debate and discussions.

Text Books:

- Kumar, Keval 2004, Mass Communication in India. Mumbai: Jaico Publishing House.
- Mody, Bella 1991, Designing Messages for Development Communication: An Audience Participation Based Approach. New Delhi: Sage Publications.

References:

- Doctor, Aspie et al 1984, Basic study in Mass Communication. Mumbai: Seth Publishers.
- Poster, Mark. 1991. Post Structuralism and communication. London. Polity press.

Mapping of Course Outcomes (COs) with Bloom's Taxonomy (K1 to K6)

CO/K	K1	K2	K3	K4	K5	K6
CO1		X				
CO2		X				
CO3			X			
CO4				X		
CO5						X

Semester IV   **Credit:*4***

Paper – 3   *Hr/Wk:5*

<div align="center">MSW 5432 MEDICAL SOCIAL WORK INTERVENTIONS</div>

Course Description:

 This course coming as a paper of specialization to the student who intends training in the field of Medical and Psychiatry aims at providing a concise but comprehensive opening to the medical settings. It will highlight and show the student the realm of medical social work with a special task of identifying the opportunities and spaces exclusively available for a trained social worker to be involved in augmenting the health care delivery in India and elsewhere.   It would define the job role which is different from the physicians and medical doctors, and all those involved in routine Hospital and Public Administration.

Course Outcome:

At the end of the course the students will be able to:

CO1: Relate the practice of medical social work in different settings.

CO2: Discover the implications of illness by understanding the historical context of medical social work.

CO3: Realize the role of medical social worker in varies settings.

CO4: Plan and formulate rehabilitation programmes.

CO5: Assess the ethical challenges and medico legal issues and propose alternatives.

Unit I: Medical Social Work

Medical Social Work: Definition, Concept, Objectives, Nature, Need and Scope; Ethical Practices, Roles and Functions of a Medical Social Worker; Medical Sociology and its Relevance to Medical Social Work Practice. Practice of Social Work Methods in Hospital Settings: the Need and Importance in Working with Patients and Families, Scope and Limitations of Practice.

Unit II: Historical perspective

 Historical Development of Medical Social Work in India and Abroad; Difference between Disease, Illness and Sickness; Psychological, Social and Economic Implications of Illness and Concepts of Patient as a Person, Principles of Medical Social Work; Role of Social Worker as a Member of the Multi-Disciplinary Team.

Unit III: Role of Medical Social Worker

Role of the Medical Social Worker: Out-Patient Unit, In-Patient Unit, Intensive Care Unit, Neonatal Intensive Care Unit, Pediatric Ward, Maternity Ward, Family Planning Centre, ICTC, Orthopedic Department, Cardiology Department, Blood Bank, Oncology Unit.

Unit IV: Rehabilitation

Rehabilitation: Definition, Concept, Principles, And Process; Role of the Medical Social Worker In Rehabilitation Planning, Resource Mobilization, and Follow-Up. Rehabilitation Units - Hansenorium, TB Sanatorium, Hospice, Palliative Care for Terminally Ill.

Unit V: Challenges and Issues

Ethical Challenges – Aids, Abortions, Euthanasia, Sterilization, Adoption of children, Ethical issues & poor patients, Ethical Issue of Examination of females, Use of new drugs on trial on patients. Medico Legal Issues: Negligence, Professional In-competency, Organ Transplants, Personal Injury, Ethical issues in human experimentation, Sex Determination & genetic counselling, Medical Termination of Pregnancy Act, 1972.

Pedagogical approach:

Lecture method, power point presentations, focus group discussions, field visits, seminars, role play, group activity, interactive debate and discussions.

Text Books:

- Bajpai P.K. (ed.) (1997), Social Work Perspectives in Health, Rawat Publications, Delhi.
- Barlett H.M. (1961), Social Work Practice in the health field; National association of social workers, New York.

Reference:

- Anderson R. & Bury M. (eds) (1988), Living with chronic illness – the experience of patients and their families, Unwin Hyman, London.
- Crowley M.F., (1967), A New look at nutrition; Pitman Medical Publishing Co., Ltd., London.
- Field M., (1963), Patients are people – A Medical – Social Approach to Prolonged illness; Columbia University Press, New York.
- Gambrill. E. (1997), Delhi Social work in the 21st century, Pine forge press, New Delhi.
- Pokarno K.L., (1996), Social Beliefs, Cultural Practices in Health and diseases; Rawat Publications, Delhi.

Mapping of Course Outcomes (COs) with Bloom's Taxonomy (K1 to K6)

CO/K	K1	K2	K3	K4	K5	K6
CO1	X					
CO2		X				
CO3			X			
CO4				X		
CO5					X	

MSW 5434   PSYCHIATRIC SOCIAL WORK INTERVENTIONS

Course Description:

The theme of the course is to stress upon the need and the dictum that stability of mind, thought and action is imperative to the well-being of community and effective functioning of a healthy society. To help the students to gain a broader understanding and the working knowledge to specialize in the field of Mental health, various aspects of diet, habits, culture and practice that would determine the cognitive and emotional upkeep will be informed in the first part of the course while the major emphasis will go on the causes, effects, personal family and societal consequences of the consequences for emotional breakdown and mental disorders.

Course Outcome:

At the end of the course the students will be able to:

CO1: Infer concepts and scope of psychiatric social work in the field of psychiatry.

CO2: Distinguish the different types of mental illness.

CO3: Organize psychiatric assessments and therapies.

CO4: Relate the role and functions of psychiatric social work in families, clinics, homes etc.

CO5: Prepare psychiatric emergencies and rehabilitation programmes through health care agencies.

Unit I: Psychiatric Social Work

Psychiatric Social Work: Definition, Scope and Concept, Historical Development in India, UK and USA, Methods of Social Work in the field of Psychiatry - Case Work, Group Work, And Community Organization, Limitations and Difficulties Faced in Psychiatric Social Work Practice.

Unit II: Mental health classification

Myths and misconception pertaining to mental illness in ancient, medieval and modern times; concepts of normality, abnormality and mental health; classification of mental illness: Diagnostic Statistical Manual (DSM) IV- TR; International Classification of Diseases (ICD 11).

Unit III: Assessment and therapies

Psychiatric Assessment: Interviewing, Case History Taking with, Mental Status Examination; Diagnosis. Therapeutic Intervention in Psychiatric Illness: Psycho Social Education, Cognitive Therapy, Group Psychotherapy, Family Therapy, Marital Therapy: Scope and Types, Principles and Techniques, Clinical Hypnotherapy, ECT, Chemotherapy, Mega Vitamin Therapy; Occupational Therapy.

Unit IV: Functions and roles

Roles and functions of a psychiatric social worker with regards to the problems of patients and their families in: 1) psychiatric OPD'S 2) psychiatric specialty clinics 3) de-addiction centres 4) child guidance clinics; day care centers, half way homes, sheltered workshop and transitory homes

Unit V: Rehabilitation

Rehabilitation of psychiatric patients: role of the social worker in rehabilitation – principles, Process and models of psychiatric rehabilitation; role of the psychiatric social worker in team work. National Mental Health Programme; District Mental Health Programme.

Pedagogical approach:

Lecture method, power point presentations, focus group discussions, field visits, seminars, role play, group activity, interactive debate and discussions.

Text Books:

- Kaplan, H.I. Freedom A.M. and Sadock B.J. (1980) Diagnostic criterion from DSM-IV American psychiatric assn,
- World Health Organization Geneva (1992) The ICD 10 Classification of Mental and Behavioural disorders. Clinical Description and Diagnostic Guidelines; Oxford University Press.

References:

- Barker P. Child Psychiatry; Granada Publishing Ltd.
- Bellack A.S. (1984) Schizophrenia, treatment Management in Adult Bailliere Tindall, London.
- Berrios, G.E. & Dawson J.H. (1983) Treatment and Management in Adult Bailliere Tindall, London.
- Child Mental Health – Proceedings of the Indo – US Symposium, NIMHANS and ADAMHA
- Comprehensive Textbook of Psychiatry, (third ed.) vols. 1,2&3; Williams and Wilkins, Baltimore / London.

- Anand K K, (1996) Hospital Management: a new perspective, New Delhi, Vikas Publishing House.
- Desai VA, (1985) Hospital Administration, Miraj, Wanless Hospital.
- Francis CM (1995) Hospital Administration, New Delhi, Jaypee Brothers.
- Goel SL (1981) Health care Administration – A text Book, New Delhi, Sterling Publishing House.

Mapping of Course Outcomes (COs) with Bloom's Taxonomy (K1 to K6)

CO/K	K1	K2	K3	K4	K5	K6
CO1		X				
CO2		X				
CO3			X			
CO4				X		
CO5						X

Semester IV   **Credit*: 4***

Paper – 5   *Hr/Wk: 5*

MSW 5436 HOSPITAL ADMINISTRATION

Course Description:

With medical tourism and Hospital Management emerging as contemporary avenues of interest in the market world that has only virtual boundaries, social workers and social work professionals cannot simply brush aside the stark truth and be complacent without addressing its impact on the multifarious dimensions of life. Though courses covered in the MA social work curriculum alludes to certain community and social issues that comes as package with liberalization, privatization and globalization, a curriculum that had leaning with medical and psychiatry specialization cannot remain mute by not making discourse on Hospital Administration, and hence this course.

Course Outcome

At the end of the course the students will be able to:

CO1: Relate the functions and services of hospitals and its administration.

CO2: Identify and classify the types and Roles of Hospitals.

CO3: Utilise the Support of auxillary services for better Hospital Administration.

CO4: Demonstrate the HR process using HR and Management Skills.

CO5: Interpret appropriate policies and Programmes related to Health in India.

Unit I: Hospitals

Hospitals: Concept, Services and Functions, History and Evolution of Hospitals, Hospital Administration: Meaning, Nature, Scope and Principles.

Unit II: Hospital types

Types of Hospitals: Government, Private, Single/ Super Specialty, Trust, Nursing Homes, Profit & Non Profit Hospitals, Public Private Partnership in Health Care. Role of Hospital Administrator towards: Patient, Hospital Organization, Community.

Unit III: Hospital services

Support and Auxillary Services**:** Pharmaceutical Services, Laundry, Laboratory and X- Ray, Nursing Services, Diet Management Service, Stores, Registration and Indoor Case Records, Transport, Martuary.

Unit IV: HR in Hospitals

Human Resources Planning and management,: Planning, Organizing, Staffing, Directing, Controlling , Coordinating, Patient Management, Patient Satisfaction and Accountability, Human Resource Information System, Hospital Information System.

Unit V: Policies and Programmes

Policies and Programmes: National Health Policy: GoI, 1983 & 2002, NRHM & Major Health Programmes in India, Legislations in India governing Health Care.

Pedagogical approach:

Lecture method, power point presentations, focus group discussions, field visits, seminars, role play, group activity, interactive debate and discussions.

Text Books:

- Desai VA, (1985) Hospital Administration, Miraj, Wanless Hospital.
- Goyal,RC (2006) Hospital Administration and Human Resource Management, New Delhi, Prentice Hall, India.

References:

- Anand K K, (1996) Hospital Management: a new perspective, New Delhi, Vikas Publishing House.
- Benjamin Robert, et al 1983, Hospital Administration Desk Book Newjerky Prentice hall
- Davies r lawelyn et al 1966, Hospital planning & administration Geneva WHO
- Francis CM (1995) Hospital Administration, New Delhi, Jaypee Brothers.
- Goel SL (1981) Health Care Administration – A Text book, New Delhi, Sterling Publishing House.
- Rabick & Jonathan et al 1983, Hospital Organization and Management London Spectrum Publishers.
- WHO Expert Committee 1975, Role of Hospital in programme of Community health protection WHO technical Report service.

Mapping of Course Outcomes (COs) with Bloom's Taxonomy (K1 to K6)

CO/K	K1	K2	K3	K4	K5	K6
CO1	X					
CO2		X				
CO3			X			
CO4				X		
CO5					X	

Semester IV   **Credit***: 4*

Paper - 6   *Hr /wk: 5*

MSW 5438 BLOCK PLACEMENT FOR MEDICAL AND PSYCHIATRIC SOCIAL WORK II – FIELD WORK

Course Description:

As the integral part of social work training that slates the students in actual field setting alongside of the cognitive training that he/ she receives as part of course work, this course aims at enabling the students to understand the various components of the specialization settings and develops skills and competencies required for effective Social Work interventions at different.

Course Outcome:

At the end of the course the students will be able to:

CO1: Understand and apply the methods of social work practices in Health sectors.

CO2: Familiarize and utilize the documentation skills such as Genogram, Mental State Examination (MSE), case reports, verbatim, psycho social methods & therapies for wellbeing.

CO3: Relate the structure and functions of Hospital Administration.

CO4: Practice the models of rehabilitation and Develop insights on Medico legal challenges in health sector.

CO5: Equip and exhibit necessary skills and competencies relevant to Medical and Psychiatric settings.

Methodology

This will be done by identifying the appropriate agency that would provide space for the student to transact work with the professional understanding and competency. The course coordinator and the faculty team will decide upon the selection of agencies that would offer training. Actual training comprises of work put in by the student for a 30 days in accordance with the prescription of the attached agency.

The assigned student is expected to gather a comprehensive idea on: Expanse of Illness and Disabilities; Care for challenged; Palliative care; Psychiatric Social Work; Intervention & Treatment on psychiatry; Therapeutic Intervention; Mental Health Care Services; Psychiatric Rehabilitation in context of Family & Community settings.

Specialization: Medical and Psychiatric Social Work

Course Requirement and Evaluation:

- 50% of the marks will be allotted for continuous assessment.
- Regularity in attendance, keenness to participate, readiness to learn, development of required skill, ability to conceptualize and acquisition will be tested
- The functional knowledge will be evaluated on the basis of process reports, observational reports and participatory evaluation by the faculty.
- A viva voce will be conducted at the end of the semester by a committee of which one is an external member. Performance in the viva will be evaluated for 25%.

A: Continuous Assessment:

Regularity of Attendance	15 marks
General Participation	10 marks
Skills and Competencies	15 marks
Written Reports	25 marks
Individual Presentation	10 marks
Total	**75 marks**

B: VIVA VOCE:

Conceptualization	5 marks
Working Knowledge	10 marks
Problem Solving Ability	5 marks
Consolidated Report	5 marks
Total	**25 marks**

Mapping of Course Outcomes (COs) with Bloom's Taxonomy (K1 to K6)

CO/K	K1	K2	K3	K4	K5	K6
CO1		X				
CO2			X			
CO3				X		
CO4					X	
CO5						X

MSW 5452 SOCIAL EXCLUSION AND INCLUSION IN INDIA

Course Description:

This course aims at helping the students to contextualize the major human mess in postmodern society, in terms of marginalization and exclusion in forms of prejudice, discrimination and oppression in the society in India and in many parts of the world in different ways.

Course Outcome:

At the end of the course the students will be able to:

CO1: Interpret and Construct the meaning and reality of Social Exclusion.

CO2: To distinguish and identify the caste and class structure in India   .

CO3: Infer and relate marginalization discourse in India.

CO4: Indicate the Various constitutional Obligations related to SC & ST.

CO5: Appraise the Social Movements relating to marginalized groups through case studies.

Unit I: Meaning and Reality of Social Exclusion

Social Exclusion: Meaning, Definition, Need, Forms of social exclusion (Caste, class, religion, race and gender, ethnic groups, disability, Migrants and Refugees); History of social exclusion - Consequences of social exclusion - Social exclusion in context of Globalization, Liberalization, and Privatization. Social Inclusion: Meaning, Definition, Need and Scope.

UNIT II: Caste Class Structure in India

Defining Caste and class in India – Caste power matrix – Impact of caste discourses - Intolerance, prejudice, discrimination, neglection, alienation, exclusion, domination and oppression. politics of caste and class in Tamil Nadu and India. Religion and religious sects as instruments of discrimination and oppression - Complexity of Post-Modern casteist discourse in India.

Unit III: Discourse on Marginalization

Understanding Marginalization – Factors contributing Marginalization – Vulnerable sections: Gender constructs - Political economy and status of women - Gender bias - Feminist discourse; Children: Physical, Mental and Health– Child Abuse; Elders: alienation and neglect of Elders – Elder abuse; Sexual Minorities: LGBTQ - Identity needs and their Rights; Religious Minorities: Meanings and dimensions of Minorities. Constitutional safeguards for religious minorities.

UNIT IV: Constitutional Obligations

Scheduled Tribe: Major problems of Scheduled tribe in India. Constitutional safeguards to scheduled tribes, Development and welfare programme for Scheduled tribe. Contemporary approaches to Tribal Development - Role of NGOs. **Schedule Caste**: Social Reforms relating to Scheduled caste, constitutional safeguards to scheduled castes, Contemporary Dalit movements, Role of NGOs - Development and welfare programme for Scheduled caste.

UNIT V: Social Movements of the Marginalized -   Case Studies

Dalits of India: Jyotirao Phule, Ambedhkar and Gandhi. The South American Campaign for Civil Rights - Campaign against the Apartheid - Women's liberation movements in India – pre and post independent initiatives. Selected Case studies: Afghanistan, India, Sri Lanka, Middle East, Eastern Europe and Northern Ireland (Not for examinations).

Text Books:
- Sharma, K. L (1998) Social Stratification in India, Rawat Publications, Jaipur.
- Thorat S.K.: Caste exclusion/ Discrimination and deprivation: The situation of Dalit in India Concept paper for DFID Delhi.
- Baraivl Beteill A (1997), Caste: Old and New, Rawat Publication, Jaipur.

Pedagogical approach:

Lecture method, power point presentations, focus group discussions, field visits, seminars, role play, group activity, interactive debate and discussions.

References:
- Ghurye, G.S. 2000. Caste and Race in India. Bombay. Popular Prakashan
- Sem A: 'Social exclusion: Concept application and scrutiny, Asian Development Bank, 2003
- Omvedt, G (1994), Dalits and the Democratic Revolution, Sage Publication, New Delhi.
- Shah. G (1990), Social Movements in India, Sage Publications, New Delhi.
- Beteille, A (1992) The Backward Classes in Contemporary India, Oxford University.
- Press, New Delhi.
- Shah, G (2000) Dalit and the State, Sage Publications, New Delhi

Mapping of Course Outcomes (COs) with Bloom's Taxonomy (K1 to K6)

CO/K	K1	K2	K3	K4	K5	K6
CO1		X				
CO2			X			
CO3				X		
CO4				X		
CO5					X	

Semester IV   **Credit:4**

Paper - 4   *Hr /wk: 5*

MSW 5454 URBAN COMMUNITY DEVELOPMENT IN INDIA

Course Description:

This course on the urban community development is planned impute the concept of urbanization, Urbanism, and Urban Community Development. It helps the student to understand the unban context and theories of urbanization equal thrust. Students will be made to understand the responsibility and participation of the state in civil society engagement.

Course Outcome:

After completing this course, the students will be able to:

CO1: Cognize the process and trends of urbanization and urbanism.

CO2: Analyze and propose solutions to the urban problems

CO3:Advocate with urban development agencies to promote urban community development

CO4: Apply the urban development policies for the betterment of slum dwellers and urban community development

CO5: Take initiatives for urban development through people's participation.

UNIT I: Urbanization

Urbanization: Concept – Characteristics - Urbanization and Economic Development- Urbanization and Industrialization- Trends in urbanization process -Urbanism: Meaning and Characteristics - Theories of Urbanization – Concentric zone theory – Sector Theory – Multi-Nucleus theory.

UNIT II: Urban Determinants

Urbanization and social problems – Urban Social problems: Environment protection – Air, Water, Soil, Noise Pollution –Crime – Accidents – Prostitution; Slums: Definition – Causes – Characteristics – Socio-Psychological Issues of Slum Dwellers; Unorganized/Informal sectors: concept,- characteristics; Migration **–** Concepts, causes, types and theories.

UNIT III: Urban Community Development

Urban Community Development: Definition, Objectives and Historical context, Principles, Process and methods of Urban Community Development; Urban Development Administration: National, state and local levels; Structure and functions of Urban Development Agencies; Role of Community Development Worker: Application of Social Work method in Urban Development

UNIT IV: Urban Community Development Programmes

Urban Community Development Programmes: Five year Plans and Urban Development, Urban Development Policy, Slum Clearance Board: Structure, Functions, Programmes of Slum Clearance Board, Slum Clearance Act, Housing Board-Housing and Urban Development Corporation (HUDCO), Problems in Implementation of Urban Community Development Programmes.

UNIT V: People's participation

People's participation: Concept, importance, scope and problems - Social action and advocacy in urban development, Civil society organizations and initiatives for urban community development - Case studies of best practices - Delhi project – Baroda project – Jamsedpur project – Neiveli Township model.

Pedagogical approach:

Lecture method, power point presentations, focus group discussions, field visits, seminars, role play, group activity, interactive debate and discussions.

Text Books:

- Sandhu, R.S (ed.) 2003 Urbanization in India: Sociological Contribution. New Delhi: Sage Publications

References:

- Asthana M. and Ali, Sabir, 2003, Urban Poverty in India, Mittal Publication, New Delhi.
- Muttagi P.K. 1989, Urban Development. Bombay: Tata institute of Social sciences.
- Nagpal, H. 1994 Modernization and Urbanization in India. Jaipur: Rawat Publications
- Singh, A. M. & A. De Souza, 1990.Then Urban Poor Slum and Pavement Dwellers in the Major Cities of India, Manohar Publication, New Delhi,
- Thakur, B. (ed.) 2005 Urban and Regional Development in India: Vol I New Delhi: Concept Publishing Company.

Mapping of Course Outcomes (COs) with Bloom's Taxonomy (K1 to K6)

CO/K	K1	K2	K3	K4	K5	K6
CO1		X				
CO2			X			
CO3				X		
CO4			X			
CO5					X	

MSW 5456 ECOLOGICAL PERSPECTIVES AND SOCIAL WORK INTERVENTION

Course Description:

      This course aims at facilitating the students to understand the qualitative and quantitative constructs of development, more precisely the sustainable development initiative, and work out   models that would minimally impact ecology and environment to fetch admirable progress and advancement in meeting the developmental needs of the community and India.

Course Outcome:

At the end of the course the students will be able to:

CO1: Associate the issues related to ecology and environment and to recommend solutions.

CO2: Analyse the Contemporary National and International Environmental Concerns.

CO3: Infer and Relate the Contributions of Environmental Movements In India & Global Scenario.

CO4: To Demonstrate and Safeguard Environmental Preservation, Management and Legislations.

CO5: To Identify and Extend the Roles and Responsibility of Social Work in Environmental Protections.

UNIT I: Composites of Environment

Ecology and Environment: Meaning, Definitions and approaches; Society and Environment, Development and environment, Environmental degradation: Causes and consequences. Sustainability issues: Implications for livelihood security and community well-being: impact on women, poor, marginalized groups and indigenous people.

UNIT II: Contemporary Indian Environmental Concerns (Case Studies)

Environmental problems in India - Status of India's land, water, air, forests-Development related issues: Dams and Displacement of people - Forest lands, and indigenous people - changing land using pattern- unplanned urban growth, Fuel and Energy needs – Nuclear technology. Global environmental issues: Climate Change, Greenhouse Effects and Carbon Footprint.

UNIT III: Environmental Movement

Movements in India: Bishnoi movement, CHIPKO, APIKO, NBA, Silent Valley, Jungle Bachao Andholan, Tehri Dam Project, International Scenario - environmental agreements and WTO concerns.

UNIT IV:Environment Action and Management

Environment preservation – Ministry of Environmental conservation and Forestry, Environmental Legislation- needs and importance; Environmental Justice, Eco Tourism and Eco Feminism. Environment Management: Waste Management and recycling – Sustainable development: need and importance.

UNIT V: Social Work Intervention: Role of Social Workers in Environmental Protection and Development. Application of Social Work methods in creating awareness on various Environmental Issues – Civic and NGO Responsibilities.

Pedagogical approach:

Lecture method, power point presentations, focus group discussions, field visits, seminars, role play, group activity, interactive debate and discussions.

Text Books:

- Coates, J. 2004, *Ecology & Social Work: Towards a New Paradigm*. New York: Paul & Company Public Consortium.
- Shiva, Vandana. 1993. Eco feminism. New Delhi.

Reference:

- Alvares, Claude. 1992. Science Development and Violence. New Delhi. Oxford University Press.
- Gadgil, M. & Guha, R., 1992, *This Fissured Land: An Ecological History of India*. Delhi: Oxford University Press.
- Gadgil, M. & Guha, R.1995, *Ecology & Equity: The Use and Abuse of Nature in Contemporary India.* London: Routledge
- Nandy, Ashish. 1988. Science, Hegemony, and Violence. Oxford University Press.

Mapping of Course Outcomes (COs) with Bloom's Taxonomy (K1 to K6)

CO/K	K1	K2	K3	K4	K5	K6
CO1		X				
CO2			X			
CO3			X			
CO4				X		
CO5					X	

Semester IV   **Credit*: 4***

Paper - 6   *Hr /wk: 5*

MSW 5458 BLOCK PLACEMENT FOR DEVELOPMENT MANAGEMENT II– FIELD WORK

Course Description:

As the integral part of social work training that slates the students in actual field setting alongside of the cognitive training that he/ she receives as part of course work, this course aims at enabling the students to understand the various components of the specialization settings and develops skills and competencies required for effective Social Work interventions at different.

Course Outcome:

At the end of the course the students will be able to:

CO1: Understand and apply the methods of social work practices in rural community settings.

CO2: Familiarize and apply the NGO management techniques and its implications in voluntary sector.

CO3: Relate the structure and functions of NGOs and NGDOs.

CO4: Equip necessary project management skills and competencies to execute the projects in NGO sector.

CO5: Develop insight and practice social justice through civil society for further nation building.

Methodology

This will be done by identifying the appropriate agency that would provide space for the student to transact work with the professional understanding and competency. The course coordinator and the faculty team will decide upon the selection of agencies that would offer training. Actual training comprises of work put in by the student for a 30 day continuous placement in accordance with the prescription of the attached agency.

The assigned student is expected to gather a comprehensive idea on:

Forms of social exclusion and Discrimination Consequences of social exclusion on Indian society - Dimensions of Social exclusion in context of Globalization, Liberalization, and Privatization context. Factors contributing Marginalization Role of NGOs - Development and welfare programme for Scheduled caste / Tribe State & status of India's land, water, air, forests Environmental degradation: Causes and Consequences. State and the Environment preservation strategies.

Specialization:

Development Management

Course Requirement and Evaluation:

- 50% of the marks will be allotted for continuous assessment.
- Regularity in attendance, keenness to participate, readiness to learn, development of required skill, ability to conceptualize and acquisition will be tested
- The functional knowledge will be evaluated on the basis of process reports, observational reports and participatory evaluation by the faculty.
- A viva voce will be conducted at the end of the semester by a committee of which one is an external member. Performance in the viva will be evaluated for 25%.

Part A: Continuous Assessment:

Regularity of Attendance	15 marks
General Participation	10 marks
Skills and Competencies	15 marks
Written Reports	25 marks
Individual Presentation	10 marks
Total	**75 marks**

Part B: VIVA VOCE

Conceptualization	5 marks
Working Knowledge	10 marks
Problem Solving Ability	5 marks
Consolidated Report	5 marks
Total	**25 marks**

Mapping of Course Outcomes (COs) with Bloom's Taxonomy (K1 to K6)

CO/K	K1	K2	K3	K4	K5	K6
CO1		X				
CO2			X			
CO3				X		
CO4					X	
CO5						X

Semester IV   **Credit*: 4***

Paper - 3   *Hr /wk: 5*

MSW 5472 HUMAN RESOURCE MANAGEMENT - II

Course Description:

The purpose of this course is to look at the theme of Human Resource Development (HRD) from a system point of view, working out strategies to improve human resources with a sociological perspective that ensures organizational effectiveness and deal with issues of stress, conflicts and performance through appropriate models.

Course Outcome:

At the end of the course the students will be able to:

CO1: Interpret and locate the scope and significance of HRD in Indian Industries

CO2: Choose and apply the appropriate training methods based on the needs of the industry

CO3: Construct a conducive working climate for Employee Development

CO4: Demonstrate the various HRD approaches and activities for employee development.

CO5: Create an enabling work culture for organization effectiveness through HRD programmes

Unit I: Philosophy of HRD

Introduction to the concept and philosophy of HRD- Meaning, Definition, Scope. Importance and comparison of traditional personnel management and HRD; Elements of HRD –Training, Development and Education; Human Resource System Designing, Principles in designing HRD system - HRD at different levels- HRD in Indian Industries.

Unit II: Training Methods

Various approaches in training; Analyzing Training Needs – Identifying performance gaps and building performance measures; Choosing training methods and estimating training costs; Implementation of Training programmes; Training Evaluation – Internal and External evaluation, Kirkpatrick's 4 levels of evaluation model.

Unit III: Employee Development

Concept of Employee empowerment, Employee Development and Managerial Development; Employee participation, capacity building and competency building- Quality management as Development tool. Building Conducive Organizational Climate for Development.

Unit IV: HRD Activities

Employee development activities- Approaches: employee development, Mentoring, leadership development, action learning, assessment and development centres; Intellectual capital and HRD; HRD practices in government organisations, manufacturing and service industries.

Unit V: Organization Effectiveness & HRD

HRD climate – organizational culture facilitating Learning and development- HRD implementation: strategies and issues. Pre-requisites for successful HRD programmes. Responsive Learning Organizations - HRD experiences in India Emerging trends and perspectives: case studies.

Pedagogical approach:

Lecture method, power point presentations, focus group discussions, field visits, seminars, role play, group activity, interactive debate and discussions.

Text Books:

- Craich Robert, L. (1987), Training and Development - Hand book, McGraw Hill. Pub., New Delhi.
- Rao T.V. (1990), HRD Missionary, Oxford & IBH, New Delhi. Agarwal Yash, 1988, Education and HRD (Emerging challenges in the regional context), Common Welth Pub., New Delhi.

References:

- Jeya, Gopal, R. (1993), Human Resource Development - connectional analysis and strategies, sterling pub., New Delhi.

- Puranik M.V. (1988), Human Resource Development in research and development organisation, Rawat Pub., Jaipur

- Richard A. Swanson and Elwood F. Holton, 2008, Foundations of Human Resource Development, Berrett-Koehler Publishers

- Sing P.N. (1993), Developing and managing Human Resources, Scuhandra pub, Bombay.

Mapping of Course Outcomes (COs) with Bloom's Taxonomy (K1 to K6)

CO/K	K1	K2	K3	K4	K5	K6
CO1		X				
CO2			X			
CO3				X		
CO4					X	
CO5					X	

MSW 5474   ORGANIZATION CHANGE & DEVELOPMENT

Course Description:

This paper defines Organization Change and Organization Development, discusses its importance and takes into consideration the Techniques and Applications of OD. It also includes discussions on Organization change related to OD Interventions that would provide for guiding a Planed Change.

Course Outcome:

At the end of the course the students will be able to:

CO1: Explain and classify the concept and types of Organization change

CO2: Extend the different models of change in an organization.

CO3: Discover and relate the scope and significance of OD in organizations.

CO4: Sketch out the appropriate techniques for OD

CO5: Demonstrate the application of OD in various sectors.

UNIT I: Organizational Change

Organizational Change: Concept and Meaning, Significance; Environmental Anaysis, Implications of Change; Types of change; resistance to change.

UNIT II: Models and Process

Models and process of Organizational Change: Force-Field Analysis, Process Consultation, Normative Re-Educative Strategy, Parallel Learning Structures, Implementing change and evaluating change process; Managing Change.

UNIT III: Organizational Development (OD)

OD: concept, definition, scope, Evolution of OD; OD as an applied behavioural science; OD Interventions; Role of top management and organization development practitioners. Change agents- Role, skills and styles of change agents; Relation with the client system; Designing interventions; Evaluating and institutionalizing interventions; practice of Organizational Development in India and other developed and developing countries.

UNIT IV: Organizational Development Techniques

Group Focused techniques: Survey Feedback, Management by Objective (MBO), Product and Service Quality Programs, team building Individual Focused techniques: Skills training,

Leadership training & development, Executive coaching, Role negotiation, Job redesign, Career planning.

UNIT V: Applications of OD

OD in Health Care Organizations, Family Owned Organizations, Educational Institutions, Public Sector Organizations and future directions in OD; Management Development: Definition, elements of formal and informal management development, models, types.

Pedagogical approach:

Lecture method, power point presentations, focus group discussions, field visits, seminars, role play, group activity, interactive debate and discussions.

Text Books:

- Ramnarayan S., T. V. Rao and K. Singh (1998): Organization Development, Response Books;
- French, W.L. and Bell, Jr. C.H.: Organizational Development, 6th ed, PHI, N. Delhi.

References:

- Brown D.R. and D. Harvey: An Experiential Approach to Organization Development, 7thed, Pearson-Education, N. Delhi.
- Cummings T.G. and C.G. Worley; Organization Development and Change, 5th ed,
- Fred, Luthans (1998), Organizational Behavior, Singapore, McGraw Hill Book Com.
- John W. Newstron & Davis, Keith (2002), Organizational Behavior, New Delhi, Tata McGraw Hill –Hill
- Mumford, Alan 1993 - Management Development: Strategies for Action, the Eastern Press, Brittain.
- Paton, Robert A. & McCalman, James 2000 - Change Management, Response Books, Chennai.
- Rothwell, W. & Sullivan, R. 2005. Practicing Organizational Development

Mapping of Course Outcomes (COs) with Bloom's Taxonomy (K1 to K6)

CO/K	K1	K2	K3	K4	K5	K6
CO1		X				
CO2			X			
CO3				X		
CO4					X	
CO5					X	

Semester IV   Credit*: 4*

Paper – 5   *Hr/ Wk: 5*

MSW 5476   EMPLOYEE COMPENSATION AND ADMINISTRATION

Course Description:

The purpose of this course is to provide in-depth knowledge about Employee's Compensation and Administration and to perceive and develop the skills appropriate to the field practices to bring out the importance and execution of Compensation management for organizational productivity.

Course Outcome:

At the end of the course the students will be able to:

CO1: recall and illustrate the concept and significance of employee compensation

CO2: effectively demonstrate the wage administration in industry

CO3: explain and design appropriate mechanisms for wage fixation

CO4: categorize and create wage incentives scheme for industry

CO5: connect the wage and salary policy for better employee compensation

UNIT I: Employee Compensation

Employee Compensation: Concept and Significance; Wage Concepts: Wage , Salary , Minimum Wage, Living Wage, Need-Based Minimum Wage, Nominal Wage and Real wage; Wage policy in India; Theories of wages.

UNIT II: Wage Administration

Wage Administration: Principles, Factors influencing Wage Fixation and Methods; Role of Wage Differentials: Occupational, Skill, Gender, Inter-Industry, Regional and Sectional.

UNIT III: Fixation Mechanisms

Wage Fixation Mechanisms: Statutory Wage fixation, Wage Boards, Collective Bargaining, Adjudication, Pay Commission; Wage Fixation in Public Sector.

UNIT IV: Wage Incentive System

 Incentives : Principles and procedures for installing sound incentive system; Types of Wage Incentive System; Wage Incentive Schemes in India; working of incentive schemes; Linking wage with productivity; Fringe Benefits: Concepts and Types.

UNIT V: Wage and Salary policies

Wage and Salary policies in Organization; Role of HR Department in Wage and Salary Administration; Managerial compensation: Perquisites and special Features; Recent trends in managerial compensation in Indian Organizations and MNCs.

Pedagogical approach:

Lecture method, power point presentations, focus group discussions, field visits, seminars, role play, group activity, interactive debate and discussions.

Text Books:

- Kanchan Bhatia (2008), Compensation Management, Himalaya Publishing HouseK.N.
- Subramarniam (1971) , Wages in India, McGraw - Hill Publishing Company Limited

References:

- Milkovich, George T., Jerry M. Newman, and Carolyn Milkovich
  (2008), *Compensation*, McGraw-Hill/Irwin,. Boston
- P.R.N. Sinha (1972), Wage Determination in India, Asia Publishing House
- Pramod Verma (1987), Labour Economics and Industrial Relations, Tata McGraw-Hill6.

Mapping of Course Outcomes (COs) with Bloom's Taxonomy (K1 to K6)

CO/K	K1	K2	K3	K4	K5	K6
CO1		X				
CO2			X			
CO3				X		
CO4					X	
CO5					X	

Semester IV   **Credit*: 4***

Paper - 6   *Hr/ Wk: 5*

MSW 5478 BLOCK PLACEMENT FOR HUMAN RESOURCE MANAGEMENT II – FIELD WORK

Course Description:

As the integral part of social work training that slates the student in actual field setting alongside of the cognitive training that he/ she receives as part of course work, this course aims at enabling the students to understand the various components of the specialization settings and develops skills and competencies required for effective Social Work interventions.

Course Outcome:

At the end of the course the students will be able to:

CO1: Understand and apply the methods of social work practices in industrial settings.

CO2: Familiarize and apply the HR process and its implications in the organizational sector.

CO3: Relate the structure and functions of HR department in the organization.

CO4: Equip necessary HR skills and competencies to execute the job in the organization.

CO5: Develop insight and practice the value addition by the HR department to further the business goals of the company.

Methodology

This will be done by identifying the appropriate agency that would provide space for the student to transact work with the professional understanding and competency. The course coordinator and the faculty team will decide upon the selection of agencies that would offer training. Actual training comprises of work put in by the student for 30 day continuous placement in accordance with the prescription of the attached agency.

The assigned student is expected to gather a comprehensive idea on:

HRD programmes HRD at different levels; areas of HRD; HR Information System - Essential qualities of human relations in work place training effectiveness, evaluation of training methodology dealing with stress and performance- implementation of Japanese Style of Management-5S, Kaizen and Six Sigma - Occupational hazards social work at workplace environment.

Specialization:

Human Resource Management

Course Requirement and Evaluation:

- 50% of the marks will be allotted for continuous assessment.
- Regularity in attendance, keenness to participate, readiness to learn, development of required skill, ability to conceptualize and acquisition will be tested
- The functional knowledge will be evaluated on the basis of process reports, observational reports and participatory evaluation by the faculty.
- A viva voce will be conducted at the end of the semester by a committee of which one is an external member. Performance in the viva will be evaluated for 25%.

A: Continuous Assessment:

Regularity of Attendance	15 marks
General Participation	10 marks
Skills and Competencies	15 marks
Written Reports	25 marks
Individual Presentation	10 marks
Total	**75 marks**

B: VIVA VOCE

Conceptualization	5 marks
Working Knowledge	10 marks
Problem Solving Ability	5 marks
Consolidated Report	5 marks
Total	**25 marks**

Mapping of Course Outcomes (COs) with Bloom's Taxonomy (K1 to K6)

CO/K	K1	K2	K3	K4	K5	K6
CO1		X				
CO2			X			
CO3				X		
CO4					X	
CO5						X