

BHARATHIAR UNIVERSITY: COIMBATORE – 641 046**M.S.W (Master of Social Work)****(For the University Students admitted during the academic year 2012-13 & onwards)****SCHEME OF EXAMINATIONS: CBCS Pattern**

SEM	Core / Elective / Supportive Papers	CODE	SUBJECT	UNIVERSITY EXAMINATIONS				
				CH	IN	EX	Max	C
I SEM	CORE – I	SWC01	Introduction to Social Work Profession	4	25	75	100	4
	CORE – II	SWC02	Social Case work	4	25	75	100	4
	CORE-III	SWC03	Psychology for Social work practice	4	25	75	100	4
	CORE-IV	SWC04	Sociology for Social Work Practice	4	25	75	100	4
	SUPPORTIVE	SWS01	Would be Chosen by Students	2	12	38	50	2
	FIELDWORK	SWP01	Social Work Practicum – I- Observation Visits, Group Projects & Viva-Voce	12	40	60	100	4
II SEM	CORE – V	SWC05	Community Organization and Social Action	4	25	75	100	4
	CORE – VI	SWC06	Social Group Work	4	25	75	100	4
	Elective-I	SWE01A	Labour Legislation (or)	4	25	75	100	4
		SWE01B	Mental Health (or)					
		SWE01C	Rural Community Development					
	CORE-VII	SWC07	Social Work Research & Statistics	4	25	75	100	4
	SUPPORTIVE	SWS02	Would be Chosen by Students	2	12	38	50	2
FIELD WORK	SWP02	Social Work Practicum – II- Concurrent Field work - Rural Camp & Viva-voce	12	40	60	100	4	
III SEM	CORE – VIII	SWC08	Social work with Persons with disabilities	4	25	75	100	4
	CORE- IX	SWC09	Human Rights and Social Legislation	4	25	75	100	4
	ELECTIVE-II	SWE02A	Human Resource Management (or)	4	25	75	100	4
		SWE02B	Community Health (or)					
		SWE02C	Urban Community Development					
	CORE-X	SWC10	Counseling and Guidance	4	25	75	100	4
	SUPPORTIVE	SWS03	Would be Chosen by Students	2	12	38	50	2
FIELD WORK	SWP03	Social Work Practicum – III Concurrent Field work and Viva – Voce	12	40	60	100	4	
IV SEM	CORE – XI	SWC11	Soft Skill practicum for social work & Viva voce	4	40	60	100	4
	CORE- XII	SWC12	Corporate Social responsibility & Social Entrepreneurship	4	25	75	100	4
	ELECTIVE- III	SWE03A	Industrial Relations & Employee Welfare (or)	4	25	75	100	4
		SWE03B	Medical Social Work (or)					
		SWE03C	Disaster Management					
	ELECTIVE- IV	SWE04A	Organizational Behaviour and Organizational Development (or)	4	25	75	100	4
		SWE04B	Psychiatric Social Work (or)					
		SWE04C	Tribal Community Development					
	FIELDWORK	SWP04	Social Work Practicum – IV Concurrent Field work & viva voce	12	40	60	100	4
CORE – XIII	SWP05	Research Project and Viva – Voce	4	40	60	100	4	

Note : CH – Class Hours, In – Internal Marks, Ex – External Marks, Max – Maximum Marks,
C – Credits, Duration of Exams : 3 hours

COURSE COMPLETION REQUIREMENTS:

CCR 1: Management of NGOs (During I Semester)

The students have to acquire firsthand knowledge about the registration aim and objectives, functioning of NGOs, Project formulation, Financial Management, Planning, monitoring and evaluation of the programme and project. Identification of social problems and issues through their field work experience.

This component is a course completion requirement which will be organized by the department in association with NGOs and INGOs. Only on the successful completion of the course (ten days in two spells) along with other course completion requirements the students will be awarded the MSW degree.

CCR 2: SUMMER INTERNSHIP: (End of II Semester)

To acquire firsthand knowledge about the functioning of agencies in the respective fields of specializations, the students will be placed in various agencies situated in places other than Coimbatore, for a period of thirty days during the months of May-June after the second semester examinations are over. The students should follow the guidelines prescribed by the department and submit a report along with the evaluation report given by the agency. The students will be evaluated by the internal faculty based on the PPT presentation by the students.

This component is a course completion requirement for the award of MSW degree. Only on the successful completion of the summer along with other 3 course completion requirements the students will be awarded the MSW degree.

CCR 3: INDUSTRIAL VISIT TO OTHER STATES: (During III Semester)

CCR 4 : BLOCK PLACEMENT - 30 days during the summer vacation after the IV semester examinations.

Block Placement Objectives: The block placement aims at enabling students to,

1. Develop enhanced practice skill and integrate learning.
2. Develop greater understanding of reality situations through involvement in day to day work.
3. Develop appreciation of others efforts and develop sensitivity to gaps in the programme.
4. Enhance awareness of self in the role of a professional social worker.

The fourth semester students, immediately after completion of theory examination shall undergo block placement training (apprentice training) for a period of 30 days during the months of May /June.. The Head of the department will select the setting appropriate to meet the learner interest and needs in consultation with Social Work agencies / Industries. The students have to be encouraged to undertake an independent project work during this period. The candidate has to send weekly progress report duly certified by the agency supervisor. And the certificate of participation should be submitted to the department after the successful completion of the training. This component being a part of the course completion requirements, the MSW degree

will be awarded only when the student submits the training report and an evaluation certificate from the agency concerned to the department.

I SEMESTER
INTRODUCTION TO SOCIAL WORK PROFESSION

Course Code: SWC 01

Number of Credits: 4 (Four)

Subject Description:

This course presents the history, philosophy and methods of social work.

Goals:

To facilitate the students to learn the history, philosophy and different methods of social work, fields of social work and development of Social Work profession / education in India.

Objectives:

On successful completion of the course the students should enrich their knowledge about (i) the concepts of Social Work, (ii) background and models of Social Work profession, (iii) Social work profession / education in India, and (iv) fields and emerging areas of Social Work.

Contents:

Unit I: Introduction

Social Work: Definition, objectives, philosophy and scope, the concepts of Social Work, Social Service, Social Welfare, Social Reform, Social Security and Social Justice; Introduction to the methods of Social Work.

Unit II: Background and Models of Social Work Profession:

Social Work Profession: Definition, traits, principles, values, ethics and goals; Approaches and models of Social Work: Relief model, Welfare model, Clinical model, Systems model, Radical model, and Developmental model; National and International professional organizations in Social Work; Functions of professional associations.

Unit III: Social Work Profession / Education in India:

Social Work Profession: Trends in Social Work Profession in India, Development of Social Work Education in India; Field work and profession: Importance of field work and supervision; problems faced by the Social Work profession in India. Need for social science knowledge for professional social workers;

Unit IV: Fields of Social Work

Fields of Social Work: Family and child welfare, Correctional Social Work, Industrial Social Work, Medical and Psychiatric Social Work, School Social Work and Community Social Work; youth social work; gerontological social work ; Social work with persons with disabilities - Central and State social Welfare Boards- constitution and their functions;

Unit V: International Social Work: meaning and scope of International Social work Integrated perspectives of International Social work – global perspective, Human rights perspective, Ecological perspective, Social development perspective;

Basic programmes and strategies for International social work – empowerment , capacity building , self-help and self-reliance , enhancing social cohesion and income generation, Community Development

References:

- Arthur Fink & Co. The field of Social Work, Holt Rinchart & Winston, New York
Banerjee, G. R. Papers on Social Work: An Indian Perspective, Tata Institute of
Social Sciences, Mumbai.
- Director, Publications Encyclopedia of Social Work in India, Old Volumes I-II and
Division III, New Vol. I to IV. Ministry of Information and
Broadcasting, Govt. of India, New Delhi.
- Gangrade, K. D. Dimensions of Social Work, Marwah Publications, New Delhi
Gore, M. S. Social Work and Social Work Education, Asia Publishing
House, Bombay.
- Gokhale, S.D. Social Welfare in India, Asia Publishing House, Mumbai.
- Hans, Naugpaul Culture, Education and Social Welfare. S. Chand & Co., Delhi.
- Kumar, Hijira, 1995 Social Work: Theories Practices and Perspectives, Friends
Publications, Delhi.
- Nair, T.K., 1961 Social Work Education and Social Work Practice in India,
ASSWI Publications, New Delhi / Madras
- Walter A. Friedlander Concepts and Methods of Social Work, Prentice Hall, UK.1958
- Wadia, A.R., 1961 History and Philosophy of Social Work in India. Allied
Publications Pvt. Ltd., Mumbai.
- David Cox and Manohar Pawar, 2006, International social work,issues, strategies and
programmes, sage Publications, New Delhi

SOCIAL CASE WORK

Course Number: **SWC02**

Number of Credits: **4 (Four)**

Subject Description:

This course portrays the different aspects of social case work and working with individual.

Goals:

To facilitate the students to learn the importance of Social Case Work and its application in social work profession.

Objectives:

On successful completion of the course the students should enrich their knowledge about (i) the fundamentals of social case work, (ii) process of social case work, and (iii) approaches and theories of social case work including its application and recent development.

Contents:

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; Principles of case 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.

Unit II Process of Social Case Work

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

Unit III Approaches / Theories in Social Case Work

Approaches / Theories in Social Case Work: Psychological approach, functional approach, problem solving model, diagnostic approach, diagnostic approach and crisis intervention, family therapy and counseling in the Indian context, 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, Medical and Psychiatric institutions. Correctional settings: Care of aged and in foster home. Development of professional-self and role of worker as an enabler, facilitator, guide and resource mobilizer in various settings.

Unit V Recent Developments in Social Case Work

Recent development in Social Case Work; Problems and limitations of Social Case Work practice in India; Impact of social, cultural factors on individual *Anx.49.A -MSW-2007-09 -CBCS Page 13 of 46* and families; Practice and research in Social Case Work; Use of single case evaluation and ethnography as research methods in Social Case Work.

References:

- Aptekar, H.R. Dynamics of Case Work and Counselling
Benjamin, Alfred, 1967 The Helping Interview, Houghton Mifflin Company, New York
Goldstein H. 1979. Social Work Practice: A Unitary Approach, Carolina, University of Carolina Press.
Grace Mathew, 1946. Introduction to Social Case Work, Columbia Uni. Press, N.Y.
Grace Mathew 1992 An Introduction to Social Case Work, TISS, Mumbai
Hamilton, G., 1954 Theory & Practice in Social Case Work, Columbia Uni. Press
Harris, F.J., 1970 Social Case Work, Oxford University Press, Nairobi.
Hollis, F., 1964 Case Work: A Psychosocial Therapy, Random House, N. Y.
Kadushin Alfred, 1972 The Social Work Interview, Columbia University Press, N.Y.
Kumar, Hajira, 1995 Theories in Social Work Practice, Friends Publications, N.D.
Mathew, G. 1992 An Introduction to Social Case Work, TISS, Mumbai.
Nursten J. 1975 Process of Case Work, Pitma Publications, G.B.
Perlman, H.H., 1957 Social Case Work: A Problem Solving Process, University of Chicago Press, Chicago.
Pippins, J., 1980 Developing Case Work Skills, Sage Publications, Calif.
Richmond, M.E., 1972 What is Social Case Work: An Introduction Description, Russel, Sage Publications, New York.
Russel, M. N., 1990 Clinical Social Work and Practice, Sage Publications.
Timms Noel, 1964 Social Case Work: Principles and Practice, Routledge and Kegan Paul, London
Wilkins, P., 1997 Personal and Professional Development for Counselors, Sage Publications, New Delhi.
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PSYCHOLOGY FOR SOCIAL WORK PRACTICE

Course Code: **SWC 03**

Number of Credits: **4 (Four)**

Subject Description:

This course portrays the different socio-psychological aspects of human behavior, human growth and personality development.

Goals:

To facilitate the students to learn the various socio-psychological aspects of human growth and personality development including mental illness / health

Objectives:

On successful completion of the course the students should enrich their knowledge about (i) the socio-psychological of human growth and development and (ii) personality development.

Contents:

Unit I Introduction

Social Psychology: Definition, nature and scope, a brief idea on various Schools of psychology, relevance of psychology for social work profession; Human growth and development: Concept, nature and importance, physical and psychological aspects of various stages of human growth and Development: infancy, early and late childhood, adolescence, early and middle adulthood and old age.

Unit II Personality Development

Personality: Nature and theories of personality – a brief overview of Psychodynamic and humanistic theories, factors influencing personality Development, heredity and environment; Intelligence: Concept, theories and Assessment; Emotions: Development of emotions – individual and group Emotions,

Unit III Socio-psychological bases of Human Growth and Development - I

Learning: Concept, types, theories of learning; Motivation: Concept and nature, types of motives with special reference to social motives, basic theories of motivation

Unit IV Socio-psychological bases of Human Growth and Development - II

Perception: Concept and nature, types, errors in perception, factors influencing perception; Attitudes: Concept and nature, formation of attitudes and attitudes change in individuals and groups, collective / crowd behaviour

Unit V Psychological bases of Human Growth and Development

Stress: Meaning, causes and effects; Conflict: Meaning, types, coping drives, defense mechanism; Mental Illness / Health: Concept and definition, types, role of social workers in promoting mental health

References:

- Aron.F. Witting and Gurrey Williams 1984 Psychology: An Introduction, McGraw Hill Inc., USA
- Bhatia, H. R., 1972 Abnormal Psychology, Oxford IBH Publications, Bombay.
- Hurlock, E.B. 1974 Personality Development, Tata McGraw Hill Publishers Ltd., New Delhi.
- Kuppusamy, B. Child Behaviour and Development
- Irvin G. Sarason Barbara R.Sarason 1989 Abnormal Psychology, Prentice Hall, Engle Woods Cliffs.N.J.
- Linda L. David Off 1980 Introduction to Psychology, McGraw Hill Inc. USA.
- Page, James, D. 1982. Abnormal Psychology, Tata McGraw Hill Co. Ltd., New Delhi
- Young Kimbal 1952. Personality and Problems of Adjustment, Routledge & Koged Paul, London

SOCIOLOGY FOR SOCIAL WORK PRACTICE

Course Code: SWC 04

Number of Credits: 4 (Four)

Subject Description:

This course portrays the concept of society and its related issues.

Goals:

To facilitate the students to learn the various aspects of society, socialization, family and caste system in India.

Objectives:

On successful completion of the course the students should enrich their knowledge about (i) the elements of society, (ii) socialization and social groups, (iii) marriage and family system, (iv) caste system and social change, and (v) social problems with special reference to India.

Contents:

Unit I Basic Concepts in Society

Society: concept, characteristics, structure and functions of society, relationship between individual and society. Community: concept, definition and characteristics of rural, urban and tribal communities; Demographic Characteristics of Indian society, Relevance of sociological aspects for Social work profession

Unit II Socialization, Social Control and Social Groups

Socialization: concept, importance and functions, agencies of socialization; Social control: meaning, mechanisms of social control, agencies – formal and informal; Culture: concept, influence on individuals, cultural change; Social Groups: concept, definition, characteristics and classification of social groups

Unit III Marriage and Family System

Marriage: functions, forms, changes in mate choice and ceremonies; Family system in India: functions, forms, and contemporary changes, conflict, break down and adjustments

Unit IV Social Stratification and Social Change

Social stratification: definition and characteristics, caste and class; Caste system: traditional *Varna* system, theories on the origin and development, modern trends of caste system in India Social change: concept, definition and factors leading to social change

Unit V Social Problems

Social problems: concept, definition, nature and extent of social problems and issues in India; poverty, delinquency, alcoholism and drug addiction, illiteracy, population explosion, prostitution, terrorism and crime, suicide and corruption and problems of the aged and disabled.

References:

- Ghurye. G.S., Caste, Class and Occupation, Bombay, Popular Prakashan
- Elliot and Merrill, 1980 Society and Culture. Princeton Hall Inc.
- Jayaraman, Raja Caste and Inequality in India, New Delhi, Hindustan
- Kapadia, K.M., 1966 Marriage and Family in India. New Delhi, Oxford University Press
- MacIver, R. M. and Page, Society: An Introductory Analysis. London, MacMillan
O.C.H. 1985
- Ian Roberston, 1980 Sociology. New Delhi: Worth Publishers Inc.
- Srinivas, M.N. 1966 Social change in Modern India. Bombay, Allied Publi.
- Ram Ahuja 1997 Social Problems in India. Jaipur, Rawat Publications.
- Madan, G. R. 1982 Indian Social Problems. New Delhi: Allied Publishers
- Nagpaul, Hans Study of Indian Society: A Sociological Analysis of Social Welfare and Social Work Education. New Delhi, S. Chand & Co.

SOCIAL WORK PRACTICUM- I (concurrent field work)

Course Number: SWP 01

Number of Credits: 4 (Four)

The First Year Students will be taken to Observation visits to various NGO's/Hospitals/Industries AND Social welfare agencies in and around Coimbatore to expose the students to the various settings and their functioning. The Students will have to organise conduct Group projects on Social issues and problems of their choice and are expected to submit a report. The students will be evaluated on the basis of a viva –voce examination.

II SEMESTER

COMMUNITY ORGANISATION AND SOCIAL ACTION

Course Code: SWC 05

Number of Credits: 4 (Four)

Subject Description:

This course portrays various aspects of Community Organization like scope and philosophy, approaches and skills, and its application to various fields in addition to Social Action.

Goals:

To facilitate the students to learn about different dimensions of community Organization and Social Action and its importance in Social Work.

Objectives:

On successful completion of the course the students should enrich their knowledge regarding the i) elements and development of Community rganization, ii) methods and skills of Community Organization iii) application of Community Organization and iv) basics of Social Action.

Unit I: Community Organization and Community Development

Community Organization: Definition and Objectives. Historical Development of Community Organization. Community Organization as a method of Social Work. Community Organization in UK and USA. Concept of Community Development. Similarities and differences between Community Organization and Community Development. Community Organization: Scope, Philosophy, and Goals, and Models of Community Organization.

Unit II: 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. Phases of Community Organization: Study, Analysis, Assessment, Discussion, Organization of Action, Evaluation, Modification, and Continuation.

Unit III Skills in Community Organization

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

Unit IV Application of Community Organisation

Application of Community Organization in different fields: Health, Correctional, Educational, Rural and Urban, Industrial, etc. Community Welfare Councils and Community Chest.

Unit V :Social Action

Definition, Objectives, Principles, Methods and Strategies. Social Action and Social Movement. Social Action for Social Development. Scope of Social Action

in India. Enforcement of Social Legislation through Social Action. Major Models: Paulo Freire, Saul Alinsky, Mahatma Gandhi, Vinobha Bhave, Jayaprakash Narain, Narayana Guru and EVR.

References:

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|--|---|
| Arthus Dunham K., 1987
Biklen, Bouglas, P., | Community Organization. New Delhi: Arnold.
Community Organizing - Theory and Practice. New Jersey: Prentice. |
| Christopher, A. J. and
William Thomas, A., 2006 | Community Organization and Social Action.
Mumbai: Himalaya |
| Clarance King, 1974 | Working with People in Community Action –
Strategies of Community Organization: Illinois:
Peacock. |
| Gangrade, K. D. 1971 | Community Organization in India. Bombay:
Popular Prakashan. |
| Harper. E and Dunham. A., | Community Organization in Action. New York:
Association Press. |
| Kramer, Ralph, M. and
Specht Harry, 1975 | Readings in Community Organization
Jersey:Practice. New Prentice-Hall, Inc. |
| Kuppusamy, B., | Social Change in India. New Delhi: Vikas
Publishing House (P) Ltd. |
| Kurien . C. T., 1981 | Dynamics of Rural Transformation. New Delhi:
Orient Longman. |
| Mehta, Sushil, | Study of Rural Sociology in India. New Delhi: S.
Chand Company Ltd. |

SOCIAL GROUP WORK

Course Number: SWC 06

Number of Credits: 4 (Four)

Subject Description:

This course portrays the various aspects of social group work and working with groups.

Goals:

To facilitate the students to learn the importance of Social Group Work and its application in social work profession.

Objectives:

On successful completion of the course the students should enrich their knowledge about (i) the fundamentals of social group work, (ii) process of social group work, (iii) theories of social group work, and (iv) techniques of social group work including their application.

Contents:

Unit I Fundamentals of Social Group Work

Social Group Work: Definition, characteristics, nature and objectives, purpose and principles of working with groups, historical development and current application of group work as a method; Basic assumption and philosophy behind Social Group Work; 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, field 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 stage, 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, Tgroups, 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.

References:

Alissi, A.S., 1980 Perspectives on Social Group Works Practice: A Book of Readings, Free Press, New York.

Balgopal, P.R and Group in Social Work: An Ecological Perspective, Macmillan

Vassil, T.V., 1980 Publishing Co. New York.

Douglas, Tom, 1979 *Group Process in Social Work: A Theoretical Synthesis*, N.Y.
Garwin, C., 1987 *Contemporary Group Work*, Prentice Hall Inc., New York.
Kemp, C.G., 1970 *Perspectives on Group Process*, Houghton Mifflin Co., Boston.
Ken, Harp, 1977 *Group Theory for Social Work: A Introduction*, Pergmon.
Klein, A.F., 1970 *Social Work through Group Process*, School of Social Welfare,
State University of New York, Albany.
Konapka, 1963 *Social Group Work: A Helping Process*, Prentice Hall, Inc., JJ.
Northen, H., 1969 *Social Work with Groups*, Columbia University Press, N.Y.
Parihar B.S., 1968 *Group Process: Helping in a Group*, Kitab Mahal, Allahabad
Robert W. Roberts *Theories of Social Work with Groups*, Helen Northern (Eds.),
Columbia University Press, New York.
Shephard R. Claris, 1964 *Small Groups: Some Sociological Perspective*, Chardler
Publishing Company, California.
Sundef, M., Glasser, P. *Individual Change through Small Groups*, The Free Press, N.Y.
Toseland, W. Rivas, 1984 *An Introduction to Group Work Practice*, Macmillan
Publishing Co., New York.
Trecker, J. Herleigh, B. *Social Group Work Principles and Practice*, Association Press,
1970 New

LABOUR LEGISLATIONS

Course Code: SWE 01A

Number of Credits: 4 (Four)

Subject Description:

This course portrays various aspects of Labour Legislations, Legislation relating to working conditions, safety, welfare, wages and social security.

Goals:

To facilitate the students to learn about various legislations related to labourers' Social Welfare and Security.

Objectives:

On successful completion of the course the students should enrich their knowledge about i) Laws relating to labourers' working conditions and safety ii) Laws relating to Labour Welfare iii) Laws relating to wages of workers, and iv) Laws relating to Social Security of labourers.

Unit I : Labour Legislation: An Introduction to Labour Legislation: Concept, Meaning, Objectives and Importance; NCL recommendations; Review of Labour Administration in India- ILO and its influence on Indian labour legislations.

Labour Legislations relating to The Apprentices Act 1961, The Contract Labour (Regulation and Abolition)Act 1970, The Industrial Employment (Standing Orders) Act 1946, The Industrial Establishment National and Festival Holidays Act 1951;

Unit II: Legislation provisions Relating to Working and Safety conditions : The Factories Act 1948, The Mines Act 1952, The Plantation Labour Act 1951, The Motor Transport Act 1961, The Shops and Establishments Act 1947.

Unit III : Legislations Relating to Labour Welfare

Legislation (provisions) relating to Labour Welfare: The Factories Act 1948, The Mines Act 1952, The Plantation Labour Act 1951, The Catering Establishment Act 1958, The Tamilnadu Labour Welfare Fund Act 1972.

Unit IV : Legislations Relating to Wages

Legislation relating to Wages: The Payment of Wages Act 1936, The Minimum Wages Act 1948, The Equal Remuneration Act 1971, The Contract Labour Regulation Act 1970, The Payment of Bonus Act 1965.

Unit V : Legislations Relating to Social Security of Labourers : The Workmen's Compensation Act 1923, The Employees' State Insurance Act 1948, The Employees' provident Fund Act 1952, The Employees Pension Scheme 1995, The Payment of Subsistence Allowance Act 1981, The Payment of Gratuity Act 1972, The Tamilnadu Conferment of Permanent Status of Workmen Act 1981.;Maternity Benefit Act 1961.

(Latest amendment may be considered while teaching these laws.

Case studies: Selected case studies, case laws on above topics-protective legislations, ESI, EPF, Wage, IR, are to be discussed.)

References:

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|------------------------------------|---|
| Deepak Bhatnagar, 1986 | Labour and Industrial Laws. New Delhi: Pioneer Books |
| Kannan and Sowri Rajan, 1996 | Industrial and Labour Laws. New Delhi: Taxman Allied Services |
| Kapoor, N. D., 2000 | Elements of Industrial Law. New Delhi: Sultan Chand and Sons. |
| Misra, S. N., 1986 | Labour and Industrial Laws. New Delhi: Allahabad: Law Agency. |
| Subramanian, V., 2002. | Factory Laws Applicable in Tamilnadu. Volume I, II, III, IV and V. Chennai: Madras Book Agency. |
| Tripathi, P. C., and Gupta, C. B., | Industrial Relations and Labour Laws. New Delhi: Sultan Chand & Sons. |

MENTAL HEALTH

Course Code: SWE 01B

Number of Credits: 4 (Four)

Subject Description:

This course describes different dimensions of Mental Health and the importance of Social Work in Mental Health.

Goals:

To facilitate the students to learn about various aspects relating to Mental Health.

Objectives:

On successful completion of the course the students should enrich their knowledge about
i) Concept and history of Mental Health, ii) Assessment of Mental Health, and iii) Prevalence, and Treatment modalities of related to Psychosis, Psycho-somatic and Childhood Disorders..

Unit I Mental Health: An Introduction

Concept of Mental Health: Characteristics of Mentally Healthy Individual. Psychiatry: Definition, Historical Development and Growth of Psychiatry, Symptoms, Disorders of Perception, Thought, Speech, Memory, Emotion, And Motor Disorders.

Unit II Assessment of Psychiatry

Assessment in Psychiatry: Psychiatric Interview, Mental Status Examination, Classification in Psychiatry. Etiology, Clinical Manifestation, Treatment modalities of Neurosis, Anxiety, Phobia, OCD, Depression, Post-Traumatic Stress Disorders and Panic Disorders.

Unit III Prevalence and Treatment Modalities of Psychosis Prevalence, Etiology, Clinical Manifestations and Treatment Modalities of Psychosis, Organic Psychosis, Functional Psychosis and Personality Disorders.

Unit IV Prevalence and Treatment Modalities of Psycho-somatic Disorders Prevalence, Etiology, Clinical Manifestation and Treatment Modalities of Psycho-somatic Disorders: Alcoholism and Substance Abuse and Psycho-Sexual Disorders. STDs: Prevalence of HIV/ AIDS in India. Approach to Patients with suspected HIV Infection and Pre-test Counselling.

Unit V Prevalence and Treatment Modalities of Childhood Disorders Prevalence, Etiology, Clinical Manifestation and Treatment Modalities of Childhood Disorders: Mental Retardation, Epilepsy, Trans-cultural Psychiatry and Cultural bound Syndromes.

References:

Niraj Ahuja	Introduction to Psychiatry.
James Soleman	Abnormal Psychology and Human Life
Barker, P.	Child Psychiatry, Granada Publishing Ltd
Bhatia, M. S.	Essentials of Psychiatry
Kaplan	Synopsis of Comprehensive Text book of Psychiatry

RURAL COMMUNITY DEVELOPMENT

Course Number: SWE 01C

Number of Credits: 4 (Four)

Subject Description:

This course deals with Rural Community Development and its related aspects like Panchayati Raj, Administration and Programmes..

Goals:

To facilitate the students to have broader understanding about various aspects of Rural Community Development with special reference to its programmes in Indian context. .

Objectives:

On successful completion of the course the students should enrich their knowledge regarding the i) basic elements and approaches of Rural Community Development, ii) Panchayati Raj system and other administrative aspects related to rural development and iii) different programmes related to Rural Community Development in India.

UNIT I

Rural Community: Definition, meaning, Characteristics of rural Community, rural poverty, – rural development approach: Spatial Planning approach, Multipurpose approach, Integrated development approach, Area development approach, Multilevel district planning approach, Target group approach – India's strategy for rural development – Rural community development: Definition, meaning, objectives, scope & theories – Extension: concept, objectives, methods, techniques and limitations.

UNIT II

Origin and development: Rural Community Development in India and Asia – origin and background – Early Experiments: Sriniketan, Marthandom, Gurgaon – Pilot projects: Etawah project, Nilokheri experiment, Firka scheme – Rural Community development after independence: Constitutional Provisions – overview on Five year plan policies in Rural development.

UNIT III

Panchayati Raj: Local Self Government in ancient India: Moguls Period and British Period – Panchayati Raj after independence: Constitutional Provisions, Balwant Roy Metha Committee Report, Ashok Metha Committee Report, Main features of Panchayati Raj legislation (73rd Amendment), structure of panchayati raj system (Two Tier and Three Tier systems), Functions of Panchayati: Civic amenities, social welfare activities and Development work, resource of panchayati – State Control over Panchayati Raj institution – Problems of Panchayati.

UNIT IV

Community development administration :Organizational set-up and administration from National to local level – Planning machinery at the National, State and District level – Role of Panchayati Raj institution in planning – Planning by Zilla Parishad – Planning at

block level – Planning at village level – “E” Panchayat (Electronic knowledge based panchayat) – Functions of BDO/Commissioner, Extension officers at block level – People’s participation – Role of NGO’S and PRI in rural community development.

UNIT V

Training and community development programme: Training: Meaning, Objectives, Scope and importance of training - Training Institutions: NIRD, SIRD – Panchayati development and training (PD&T) – Role Of CAPART and NABARD in rural development – Rural Development Programmes: A very brief idea on IRDP, DWACRA, TRYSEM – Indepth study on Central and State current programmes: Swarna Jayathi Gram Swarozgar Yojana, Sampoorana Gram Rozgar Yojana (SGRY), Indra Awas Yojana (IAY), IWDP, THADCO schemes – Namathu Gramam – Tamil Nadu Government social welfare schemes – Suggestions to improve the qualitative impact of the government programmes.

References:

Agarwal and Singh	1984	The Economics of under development, Delhi: Oxford University.
Aruna sharma and Rajagopal	1995	Planning for rural development Administration, New Delhi: Rawat
Bhadouria and Dua	1986	Rural Development Strategies Perspectives, Delhi: Anmol.
Brashmanda P.R Panchamuki V.R(Ed)	1987	Development process of the Indian economy, Bombay:Himalaya.
Dahama O.P.	1982	Extension and rural welfare, Agra: Ram Prasad and Sons.
Das Basanti	2007	Governmental programmes of rural Development, New Delhi: Discovery.
Dubey M.K	2000	Rural and urban Development, New Delhi, Common wealth.
Gopalakrishna Asari.V.	1985	Technological change for Rural Development in India, Delhi ,B.R.
Kulkarani,P.D and Nanavati mehar.D.	1997	Social Issues in Development, New Delhi: uppal.
Jain, Sures Chandra	2005	Indigenous for rural development

		New Delhi: concept.
Joshi R.B. and Narwani G.S	2005	Panchayat Raj in India New Delhi: Rawat.
Ledwith Margret	2006	Community Development New Delhi: Rawat.
Midgely,James	1995	Social Development: The Development perspective in Social Welfare, Newdelhi: Sage
Mudgal Rahul	2006	Rural Development policies and Management, New Delhi: Sarup and Sons.
Publication Division Ministry in India	2000	India: A reference manual, New Delhi: of Information and Broad Casting
Rajeswari Dayal	1962	Community Development Programme in in India, Allahabad: Kitab Mahal
Singh. D .R.	1990	Panchayati Raj and Rural Organizations: Allahabad, Charugh.
Thakur,B.N	1988	Sociology of Rural Development, New Delhi: Ashish.
Vijay C.M	1989	Rural Development Administration in in India, Jaipur :prateeksha.

SOCIAL WORK RESEARCH AND STATISTICS

Course code: SWC 07

Number of Credits: 4 (Four)

Subject Description:

This course presents the different methodological aspects of research, and elementary statistics and its application to social work research.

Goals:

To facilitate the students to learn the fundamental of research methodology, basic statistics including sampling so as to apply them while carrying out research in social work profession.

Objectives:

On successful completion of the course the students should enrich their knowledge about (i) the fundamentals of research process, (ii) research designs and sampling, (iii) methods of and tools for data collection, (iv) data analysis and report writing, and (v) basic statistics and its application to social work research.

Contents:

Unit I Introduction

Research: Concept and meaning; Social Work research: Concept, definition, objectives, functions, characteristics, scope and limitations; Social Work research and Social research; Social Work research in India. Scientific method in Social Work research: concept, basic elements, variables, facts and theory.

Unit II Research Process and Research Designs

Steps in research process: Identification of problem, objectives, theoretical framework, formulation of hypotheses and other steps in research process; Research Designs: Need for research design, features of a good research Design, Concepts relating to research design; Types of Research Designs: Exploratory, Formulative, Descriptive, Diagnostic, Experimental, Evaluative, Case Study and Participatory Research

Unit III Sampling and Methods / Tools of Data Collection

Sampling: Its importance, purpose; Types of sampling: Probability and non probability sampling methods; Sources of Data: Primary and Secondary; Method of Data Collection: Observation, Participant observation, case study, and Interview – nature and importance, types of interviews; Tool of Data Collection: Mailed questionnaire and Interview schedule; Construction and qualities, Uses of scaling techniques.

Unit IV Analysis of Data and Report Writing

Editing, Coding and Tabulation: Need and principles; Methods of Analysis of data: Quantitative analysis and Qualitative analysis, Content analysis and Case analysis and Statistical analysis; Use of computer and SPSS software in data analysis: Report Writing: Purpose, structure and writing procedures.

Unit V Basic Statistics and Application to Social Research

Descriptive Statistics: Measures of central tendency – Mean, median, mode; Measures of dispersion – Standard deviation; Testing of Significance: Chi-square test, t-test, coefficient of association and correlation – product moment and rank correlation. Uses of statistics and its limitations and statistical application in social work research.

References:

- | | |
|---|--|
| Cochran W.C., 1953 | Sampling Techniques, John Wiley, New York. |
| Good W. J., and H. K. Hatt
Festinger, L. and D. Katz | Methods in Social Research, McGraw Hill, Tokyo. 1952
Research Methods in Behavioural Sciences; The Dyden
Press, 1953 New York. |
| Hans Raj 1992 | Theory and practice in Social Research, Surjeet
Publications, New Delhi. |
| Kerligner, F. N., 1983 | Foundation of Behavioural Research, Surjeet Publication,
N.D. |
| Lal Das D. K., 2000 | Practice of Social Research, Rawat Publications, Jaipur. |
| McMillen, Wayne | Statistical Methods for Social Research, Robert McGraw
Hill, New York. |
| Moser, C. | A Survey Method for Social Workers, Heinemann, London. |
| Ramachandran, P. 1990 | Issues in Social Research in India, TISS, Mumbai. |
| Ramachandran, P. 1993 | Survey Research for Social Work, Institute for Community
Organisation, Mumbai. |
| Sharma, R. A., 2000 | Essentials of Scientific Behavioral Research, Surya
Publications, Meerut. |
| Shah, P. V., 1977 | Reporting Research, Rachna Prakasham, Ahmedabad. |
| Sharma, B. A., 1983 | Research Methods in Social Sciences, Sterling Publishers,
N.D. |

SOCIAL WORK PRACTICUM- II (Concurrent Field Work)

Course Number: SWP 02

Number of Credits: 4 (Four)

The First Year Students will be taken to Rural /Tribal Camp for a period of 7 days to 10 days to experience the Rural Living and understand the problems of Rural / Tribal Community. Concurrent Filed work: Students will be placed for about 15 days in around Coimbatore in various Corporation Schools to practice School Social Work.

III SEMESTER - SOCIAL WORK WITH PERSONS WITH DISABILITIES

Course code: SWC 08

Number of Credits: 4 (Four)

Subject Description:

This course portrays the various aspects of disability, their nature, forms and impact on the victims, their family members and on the community. This course is designed to facilitate the students to understand the severity of the disability, able to differentiate the different forms of disability, know the existence of various laws relating to disability.

Objectives:

On successful completion of the course the students should enrich their knowledge about (i) forms of disability ii) rehabilitative measures iii) multidisciplinary approach to rehabilitation iv) role of the social workers in dealing with persons with disability

Content:

Unit I Disability:

Definitions, causes, types and Prevalence of various disabilities. Prevention and Management of disability at Primary, secondary and tertiary levels. Societal attitudes towards persons with disability. Historical perspective (Psychological and sociological) in India and abroad (UK, USA)

Unit II

Governmental measures and programmes for Persons with Disabilities – Concessions of Government for School Children, Concessions of Government for University students, Scholarship for students, Concessions in transport and other areas, information on referral services, diagnostic services production services, Nationalized institutions for the PEW(NIVH,NIPH,NIOH,NIMH).

Unit III

Persons with Disability Act-1995, Rehabilitation Council of India Act-1992, National Trust Act-1999, National Policy on persons with Disabilities, UN Conventions and declarations of persons with disabilities.

Unit IV

Models (Social, Medical ,Institutional and Charity), Millennium development goals, CBR guidelines and Matrix in Community based rehabilitation, Right Based Twin Track Approach.

Unit V

Multidisciplinary rehabilitation team and their roles: Process of rehabilitation early identification, treatment, fitment of aids and appliances, education, vocational methods and strategies at individual, family and community level.

References:

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

HUMAN RIGHTS AND SOCIAL LEGISLATION

Course Code: SWC 09

Number of Credits: **4 (Four)**

UNIT I Human Rights (HR): Definition and Classification

Civil and Political Rights,

Socio Economic and Cultural Rights. Universal Declaration of Human Rights.

UNIT II Constitution and HR: Indian Constitution and Relevant Articles relating to HR.

The protection of Human Rights Act 1993. Structure and Function of National

Human Rights Institutions, National HR Commissions, National SC/ST Commissions,

National commission for Women, National commission for Minorities, State Human Rights

Institutions, State HR commissions, State commission for women State commission for

Minorities.

UNIT III HR for target population: SC/ST, Religious Minorities, Physical, Visual and

Mentally Handicapped. AIDS victims, Refugees, War victims, Prisoners, Custodial

Violence, Women and Children, Senior Citizens and Work situations.

UNIT IV Social Policy: Definition, need, evolution and constitutional base; Sources and

Instrument of social policy. **Social Planning and Social Development-** Meaning of

social planning, community planning and community participation. Planning

machineries at the State & National levels; Five year plans and Social development;

Concept and indicators, social change and social development in India.

UNIT V Social Legislations: Salient Features of Child Labour Act, Right To Information

Act, Suppression of Immoral Traffic Act and Prevention of Immoral Trafficking.

Domestic Violence Act.

References:

1. Rebecca J. Cook, Human Rights of Women: National and International Perspectives, University of Pennsylvania Press. 1993

2. by James J. Lynch, Celia Modgil, Sohan Modgil, Human Rights, Education and Global Responsibilities Education, Taylor & Francis, 1992

3. O P Chauhan, Human Rights: Promotion and Protection, Anmol Publications Pvt. Ltd. 2004

4. Adamantia Pollis, Peter Schwab, Human Rights: New Perspectives, New Realities, Lynne Rienner Publishers, 2000, in India, Jaipur :prateeksha.

HUMAN RESOURCE MANAGEMENT

Course Code: **SWE 02A**

Number of Credits: **4 (Four)**

Subject Description:

This course portrays various aspects of Human Resource Management and Personnel Management such as HR planning and various Management Systems.

Goals:

To facilitate the students to learn about Human Resource Management and Human Resource Development.

Objectives:

On successful completion of the course the students should their knowledge about HRM and Personnel Management, HR planning, various Management Systems and Wage and Salary Administration.

UNIT I Introduction:

Management – concept , principles, and functions of Management – POSDCORB- Management thoughts –Henry Foyal, F.W.Taylor, Peter Drucker; Human Resource management: concept, Importance & Scope. Human Resources Management Vs Personnel management ; Human Resources Development: Concept, meaning, Philosophy, Components and functions. HRM Vs HRD - HR challenges and Opportunities.; Skills, qualities and role of HR Manager.

UNIT II: - HUMAN RESOURCE PLANNING

Job Analysis & Job Design ; Recruitment, Selection, induction and Placement Procedures ; e-recruitment, Psychometric tests. Job Changes & Employee retention; Career Development - Succession Planning; HR Audit; Consultancy and HR Outsourcing; employee separation, retirement, resignation, dismissal and VRS ;

UNIT III - TRAINING AND DEVELOPMENT

Training Policy, Training need Identification, Designing Training Programmes, Training methods; Training for operative, Supervisory & Top and Middle management ; Evaluation of Training ; Competency mapping and competency building; Multi skilling ; Redundancy management. Mentoring, Succession planning, career planning, Knowledge management;

UNIT IV - PERFORMANCE MANAGEMENT SYSTEM & COMPENSATION MANAGEMENT

Performance Appraisal & Potential Appraisal - Methods of Performance Appraisal; Performance Counseling; employee motivation - Wage and Salary administration; Performance & Linked compensation; Wage policy, wage boards; Incentives, Performance based pay and Fringe benefits. Current trends in compensation management

UNIT V - STRATEGIC HRM & CURRENT TRENDS IN HR

Major trends in organizations and Business environment in HRM; Emerging challenges to HRM; strategic perspective in Human Resource Management; Concept, aims and foundations of Strategic HRM - Corporate Social Responsibility-

TPM, TQM, 5S, KAIZEN, SIX SIGMA, PCMM, ISO ; Industrial social work practices and its relevance in the Indian context

References:

- | | |
|---|---|
| Dale. H . Besterfield
Carol Besterfield, 2004 | Total Quality Management. III Edition.
Pearson Education. |
| Davar R S., 1977 | Personnel Management and Industrial Relations. New
Delhi: Vikas Publishing House. |
| Katju, M., 1982 | Domestic Enquiry. Bombay: Tripathi (P) Ltd |
| Mamoria, C. B., 1980 | Personnel Management. Bombay:Himalaya Publishing House |
| Manoj Kumar Sekar, 2000 | Personnel Management. New Delhi; Crest Publishing House. |
| Mathur, B. L., 1989 | Human Resource Development Strategies, Approaches
and Experiences. Jaipur: Arinant Publishers. |
| Nadler, L., 1984 | Handbook of Human Resource Development. New
York: Wiley and Sons |
| Tripathi, P. C., 2005 | Personnel Management and Industrial Relations. New
Delhi: Sultan Chand and Sons |
| Venkata Ratnam, C. S., and
Srivastva, B.K., 1997 | Personnel Management and Human Resources. |

Community Health

SWC 02B

No. of Credits: 4

Subject description:

This course is designed to facilitate the students to understand the concept of community health in the Indian context, health system, health policy and the agencies involved in ensuring health to the public in India.

Objectives:

- To develop an understanding of multidimensional approach to Health.
- To understand the administration of the basic health infrastructure in the country
- To relate the knowledge of Social Work practice to the health situation in India.

UNIT – I

Understanding Health- a critical review of various interpretations of health. A brief review of the various systems of medicine practised in India. Health status of the people of India with specific focus on marginalized and vulnerable groups- A comparative study of rural and urban health in India. Social economic and cultural factors that influence the health status of individuals, groups and communities.

UNIT II

Understanding health from the human rights perspective – Environment issues and health – Media and health – Positive and negative factors – Focus on health movements and campaigns – Role of the Professional Social Worker. Legislations pertaining to health – A critical review.

UNIT III

Health administration at the National and State and District levels – Primary Health Centres – structure and functions – Corporation and Municipal health services. Health policies and health planning – Review of current reports on health – Govt. of India and Govt. of Tamil Nadu.

UNIT IV

Partners in health care – Role of NGOs, health networks, corporate sector, Educational institutions and religious institutions – preventive, promotive and rehabilitative aspects – a critical analysis. Community health – principles and models of intervention – role and functions of the Professional Social Worker – Specific skills required for Medical Social Work practice.

UNIT V Current studies on health care and health services – A review and analysis from scientific journals, health magazines. Latest reports of National and International Organisations working in the area of Health.

References :

1. Ajit , 2005 Social Dimensions of Health, Rawat Publications, New Delhi
2. Bajpai, 1998 , Social Work Perspectives on Health, Rawat Publications, New Delhi
3. Mishra, 2000 Indian Health Report, Oxford University Press, Delhi
4. Narayana, 1997 Health and Development , Rawat Publications, New Delhi
5. Park and Park, 2003 Textbook of preventive and social medicine

6. Pokrana, 1994 , Social Beliefs, Cultural Practices in Health and Disease , Rawat Publications, New Delhi

Websites

www.who.org World Health Reports (1995-22050

www.tnhealth.org Annual Report

mohfw.nic.in Annual Report

www.nfhsindia.org National Family Health Survey, India

vhai.org State of India's health report, Report of independent commission on health in India and other reports

URBAN COMMUNITY DEVELOPMENT

Course Code: SWE 02C

Max Credit: 4

Subject Description:

This course deals with Urban community, urban administration, urban problems and programmes for Urban Community Development.

Goals:

To provide the students with theoretical knowledge of urbanization, urban administration, approaches to urban development, various urban problems, and programmes for Urban Community Development.

Objectives:

On successful completion of this course, the student should know various theories on urban life, problems and development.

The students learn administrative structure and programmes for urban development. They acquire the skills to work with the urban community, and develop and implement programmes with them.

Contents:

UNIT I

Urban Community: Meaning, characteristics, rural – urban linkages and contrast. City – meaning, classification, urban agglomeration, suburbs, satellite towns, hinterlands, new towns, metropolis, megalopolis.

Urban Problems – Housing, drug addiction, juvenile delinquency, prostitution/commercial sex, pollution; Slum – definition, causes, characteristics, functions, classification, approaches, theories and culture of slums.

Migration – Concepts, causes, types and theories.

UNIT II

Urbanization and Urbanism: Meaning and Characteristics, Trends in urbanization process, theories of urbanization, Unorganized/Informal sectors: concept, characteristics; Unorganized Labour: child labour, women labour and construction workers and the role of the urban poor in urban development.

Unit III

Urban Community Development: Definition, concept, objectives and historical background; Urban Community Development: approaches, principles, process and methods; Welfare extension projects of Central Social Welfare Board; Urban development planning: Town and Country Planning Act 1971, Importance of community planning and community participation in urban development; Role of community development worker; Application of social work method in urban development.

Unit IV

Urban Development Administration: National, state and local levels; Urban services and urban deficiencies; 74th amendment and salient features of Nagarpalika Act; Structure and functions of urban development agencies: Municipal Administration – Corporations, Municipalities, Town Panchayats, metropolitan development authorities; functions of officials and non-officials in urban self-governments; slum clearance board, housing board, Housing and

Urban Development Corporation (HUDCO), and United Nation's Centre for Human Settlement (UNCHS); role of voluntary agencies in urban development.

Unit V

Urban Development Programmes: Five year plans and Urban development; Madras Urban development projects (MUDP) I & II; Tamil Nadu Urban development project (TNUDP); Urban Basic Services Programmes (UBSP); Nehru Rozgar Yojana (NRY), Tamil Nadu Slum Area (Clearance and Improvement) Act 1971, programmes of Slum Clearance Board; Slum clearance and improvement programmes, Resettlement and rehabilitation programme; Role of community development wing in implementation of UCD programmes; Problems in implementation of Urban Community Development Programmes.

References:

- | | | |
|---------------------------|-------|--|
| Aray & Abbasi | 1995. | Urbanisation and its Environmental Impacts. New Delhi: Discovery. |
| Bhattacharya B | 2006 | Urban Development in India New Delhi: Concept. |
| Clinard, Marshall B | 1970 | Slums and Community Development. New York : The Free Press. |
| Diddee, Jayamala | 1993 | Urbanisation – Trends, perspectives and challenges, Jaipur: Rawat. |
| Mitra, Arup | 1994 | Urbanisation, slums, informal sector employment and poverty. B.R. Publications, New Delhi. |
| Phadke .V.S, etal. | 2007 | Urbanisation,Development and Environment,New Delhi:Rawat. |
| Ramachandran | 1989 | Urbanisation and Urban System in India. Oxford University Press, New Delhi. |
| Sabir Ali (Ed) | 2006 | Dimensions of Urban Poverty, New Delhi: Rawat. |
| Singh.R.B.(ed) | 2006 | Sustainable Urban Development New Delhi:Concept. |
| Sinha Rekha and Sinha U.P | 2007 | Ecology and quality of life in Urban Slums, New Delhi: Concept. |
| Sudha Mohan | 2005 | Urban Development and New Localism New Delhi: Rawat. |
| Stanly, Selwyn | 2005 | Social problems and issues: Perspectives for Intervention. Allied Publication, New Delhi. |
| Thudipara, Jacob Z. | 2007 | Urban Community Development. New Delhi:Rawat. |

- UN Habitat (2003). The Challenges of Slums. Earthscan Publications Ltd, London.
- UN Habitat (2003). The Slums of the World: The Faces of Urban Poverty in the new Millenium. United Nation's Centre for Human Settlement, Nairobi.
- Vibhooti, Shukla (1988). Urban Development and Regional Policies n India. Himalaya Publication, Bombay.
- Rangaswamy, Vimala (1967) International Conference of Social Work: Urban Community Development – Its implications for Social Welfare, New York.
- Wiepe, Paul (1981) Tenants and Trustees. Mac Millan, Delhi.

COUNSELLING AND GUIDANCE

Course code: SWC10

No. of Credits: 4

Subject description: this course is designed to help the students to acquire skills in Counselling so as to practice effectively in various social work settings.

Objectives

- To acquire knowledge of the theoretical approaches to counselling.
- To understand the process of Counselling.
- To gain knowledge of practice of Counselling in different settings

UNIT I

Counselling foundations: definitions, types of counselling, various influences on counselling; Qualities of an effective counsellor, Counsellor as a helper; Characteristics of clients, Voluntary and non-voluntary clients; Expectations of Counselling- goals of counselling.

UNIT II

Theoretical foundations of counselling: Psychoanalysis, Adlerian, Client-centered, Transactional, Existential counselling, Gestalt approach, Rational emotive therapy, Behaviour therapy and Reality therapy

UNIT III

Counselling relationship- regard, respect, authenticity and empathy. Counselling process- initiating counselling, attending skills: non verbal, interacting with clients, termination. Counselling techniques: listening, responding, goal setting, exploration and action

UNIT IV

Counselling in special situations: Family counselling, alcoholism counselling, De-addiction counselling, sex counselling, career counselling, crisis counselling and industrial counseling.

UNIT V

Counselling as a profession- counsellor as professional; ethical standards. Research, relevance of counselling as a Social Work practice.

References:

1. Currie, Fr.J, 1989 Barefoot Counselling – A Primer in building relationship, Asiam Trading Corp. Bangalore, India.
2. Egan, Gerard, 2006 The skilled helper: A problem management and opportunity, Development Approach to helping, Wadsworth publishers, Boston, USA
3. Hough & Margaret, 2006 Counselling skills and theory, Hodder Arnold publishers, UK
4. Lapworth, Phil, 2001, Integration in Counselling and Psychotherapy: Developing a personal approach, sage publications, New Delhi
5. Mcleod & John, 2003 Introduction to Counselling, Open university press, UK
6. Mearns & Dave, 1999 Person- Centred Counselling in Action, Sage Publications, New Delhi, India
7. Palmer, 2004 Counselling, The BAC Counselling reader, British Association for •ounselling, Vol. 1 & 2, Sage publications, New Delhi, India
8. Rao, Narayana, 2003 Counselling and Guidance, Tata McGraw Hill, New Delhi, India
9. Sanders, 2002 First steps in Counselling, PCCS Books Ltd, UK.
10. Windy, Dryden, 2002 Handbook of Individual Therapy, Sage Publications, New Delhi

SOCIAL WORK PRACTICUM –III (CONCURRENT FIELD WORK)

Course code: SWP 03

Number of Credits: 4

The students will be placed in the respective specialization setting and after Completion of 25 days of the concurrent fieldwork; viva-voce will be conducted to evaluate the students by means of an open viva- voce examination conducted by an external examiner.

IV Semester -SOFT SKILL PRACTICUM FOR SOCIAL WORK & VIVA VOCE

Course code: SWC 11

Number of Credits: 4 (Four)

The students will be taught two week course on soft skills (both theory and Practical) and after completion of 14 days of the course, viva-voce will be conducted to evaluate the students by means of an open viva- voce examination conducted by an external examiner.

CORPORATE SOCIAL RESPONSIBILITY & SOCIAL ENTREPRENEURSHIP

Course code: SWC 12

Number of Credits: 4 (Four)

Objectives:

- To provide the knowledge of corporate social responsibility in the business world.
- To make the students to understand the business ethics and corporate social responsibility in global scenario.
- To familiarize the emerging management in CSR and the policies.
- To make them to become a CSR-social workers.

UNIT – I

CSR – Definition, concepts, overview of corporate social responsibility, concentration areas. Need to be social responsible. Corporate social responsibility in Indian context and International; Business ethics and corporate social responsibility: Ethical decision making in different culture, consumer protection, environment protection, gender issues in multiculturalism, ethics and corruption, ethics and safety.

UNIT - II

Corporate community participation and Role and skills of social worker in CSR; corporate perspective on building successful partnership, tools and techniques. Roles and skills – Advocacy, administration, marketing, mediating, budgeting, organizing, documenting, presenting, public speaking, teaching, supervising, reporting..

UNIT -III

Case studies of successful CSR Initiative:

AMM Foundation, Bajaj Auto, Byst &CII, Coca – cola India, HMT, Hindustan lever, Infosys, Wipro, Ranbaxy, Super tannery, TATA, The Taj Mahal Hotel, Titan, TVS, MRF, Saint Gobain, Orchid etc.

UNIT – IV

Social Entrepreneurship: concept, definition, importance of social enterprise and entrepreneurship – social entrepreneurship and business entrepreneurship - social entrepreneurs and social change – types of social enterprises – growth and performance of social enterprises in India – relationship between social enterprise and State and Civil society.

UNIT –V Mobilising And Managing Capital For Social Enterprises – Aid agencies – Government , Corporate and community support –Financial accountability – marketing of social services –application of marketing principles in welfare and development field – select case studies of Indian social enterprises and entrepreneurs such as Ela Bhatt, M.S.Swaminathan, Vargeese Kurien, Aruna Roy, Rajinder Singh

Reference:

1. The business of social responsibility – Harsh Shrivastava , books for change, Bangalore, Yr 2000
2. Corporate social responsibility – concepts and cases, CV. Baxi, yr 2005.
3. Global strategic management, Dr.M.Mahmoudi, Deep&Deep Publications pvt.Ltd, Delhi yr.2005
4. International Human resource management – Global perspective, SK.Bhatia,Deep&Deep Publications Pvt. Ltd., Delhi, yr.2005.
5. David Bornstein, (2007) how to change the world, social entrepreneurs and the power of New Ideas , Oxford university Press
6. alex nicholls,2006, social Entrepreneurship : New models of Sustainable Social change, Oxford university Press.
7. Peter Drucker, 1990, Managing the Non-Profit organisations, Practices NAD Principles,Harapercollins

INDUSTRIAL RELATIONS AND EMPLOYEE WELFARE

Course Code: SWE 03A

Number of Credits: 4 (Four)

Objectives:

- To provide knowledge on the industrial relations system in India.
- To familiarize the students with the various IR processes.
- To give an insight into the concept of welfare & societal and organizational responses thereof.

Unit I: Industrial Relations

Concept- Stake holders- Characteristics of a model IR system- Emerging trends in IR: Employee relations across organizations in different sectors; Impact of Globalization and liberalization on IR.

Unit II: I.R. Climate

Industrial Conflict: Meaning, causes, consequences, manifestations, interventions (statutory and non-statutory machinery for preventions and settlement of disputes). Industrial Peace. Industrial Disputes Act, 1947; Trade Unions act 1926.; Industrial Employment Standing Orders Act.1946

Unit III: Proactive & Reactive IR.

Collective Bargaining: Meaning, Objectives, Process, skills; Grievance redressal – meaning and process; Employee discipline – meaning & disciplinary procedure; Employee empowerment – meaning & mechanisms.

Unit IV: Employee Welfare

Employee Welfare: Meaning, objectives, philosophy, scope limitations and types of employee welfare- Statutory and non-statutory welfare measures.

Unit V: Social Security

Concept, need types and schemes for the organized sector in India.

Additional Reading (Does Not Form Part of Assessment): ILO, EFI, NASSCOM, ASSOCHAM, FICCI, CII, and NCL.

References:

- 1 Memoria, Dr. C.B. & Mammria, Dr. S., Dynamics of Industrial Relations, Himalaya Publishing House.
- 2 Nair, NG and Nair, Lata, Personnel Management and Industrial Relations, S Chand & Co. 2001.
- 3 Publishing House (P) Ltd., New Delhi, 1995.
- 4 Pylee. M.V. and Simon George, Industrial Relations and Personnel Management, Vikas, 1995.
- 5 Scott, Bill, The Skill of Negotiating, Mumbai Jayco Publishing House.
- 6 Roberts, B C, Industrial Relations – Contemporary Problems and Perspectives, Asia Publishing House.
- 7 Sharma, A M, Industrial Relation: Conceptual & Legal Framework, Himalaya Publishing House.
- 8 Sinha, G P, & Sinha, P R L, Industrial Relations and Labour Legislations, Oxford and IBH Co.,
- 9 Tandon, S K, Collective Bargaining and Indian Scene, S Chand Publications.
- 10 Venkata ratnam C.S, Globalization and Labour Management Relations, Response Books, 2001.

MEDICAL SOCIAL WORK

Course Number: SWE 03 B

Number of Credits: 4 (Four)

Subject Description:

This course portrays various aspects of medical social work.

Goals:

To facilitate the students to learn the importance of medical social work and its applicability in the social work profession.

Objectives:

On successful completion of the course the students should enrich their knowledge about (i) the basics of medical social work, (ii) organization and administration of social work departments at formal setting, and (iii) role of medical social worker in dealing with chronically ill patients including physically challenged, and prevention of diseases and promotion of health.

Contents:

Unit I Basics of Medical Social Work

Concepts of Health, hygiene, illness and handicap; Historical development in medical social work in the west and in India; Medical Social Work practice in different settings: Hospitals, out patient department, emergency care, special clinics, and community health; Problems encountered by medical worker in the field.

Unit II Organization and Administration of Medical Social Work

Organization and administration of medical social work department in hospitals; Medical social work in relation to different disciplines; Multidisciplinary approach and team work in hospitals and Patients' right in health care.

Unit III Medical Social Worker – Patients' Interaction

The psycho-social problems and the role of medical social worker in dealing patients with TB, STD, HIV/AIDS, Polio, Malaria, Leprosy, Typhoid, Cancer, Hyper tension and Cardiac disorders, asthma, arthritis and diabetes; Training of the volunteers to work with the chronically ill in the community.

Unit IV Rehabilitation and Other Health Programmes

Rehabilitation: Concept, types, principles of rehabilitation; Role of medical social worker in rehabilitating a physically challenged person; Team Work and involvement of family members; Importance of family planning, sex education and school health programmes.

Unit V Public Health and Nutrition

Concept of public health and preventive medicine; Levels of Prevention: Primary, secondary, and tertiary prevention; Role of medical social worker in the prevention of diseases and promotion of health; Food and Nutrition: Importance of nutritional constituent of food, balanced diet, nutritional deficiency diseases and preventive measures; Problems of malnutrition in India and measures to tackle it.

References:

- Anderson R. and M. (Eds.) 1978 Living with Chronic Illness: The Experience of Patients and Bury their Families, Princeton Hall.
- Bartlatt, H.M. 1932 Social Work Practice in Health field, National Association of Social Workers, New York.
- Borkar, G., 1961. Health in Independent India, Ministry of Health Publications, New Delhi.
- Goldstein, D., 1955 Readings in the Theory and Practice of Medical Social Work, University of Chicago Press, Chicago.
- Hamilton, K.W., 1986 Counselling the Handicapped, Ronal Press, New York.
- Pathak, S.H., Medical Social Work in India, Delhi School of Social Work, New Delhi.
- Park and Park, 2005 Preventive and Social Medicine, Banarsidas Bhanot, Jaipur.

DISASTER MANAGEMENT

COURSE CODE: SWE 03 C

No.of credits: 4

Subject description: this course is designed to facilitate the understanding and thereby to enhance the professional skill of the young social workers to deal the emergency situations very effectively

Objectives:

After learning this course the students will be in a position to

- understand the nature and meaning of disaster:
- various types of disaster;
- disaster management techniques
- stake holders in disaster management and their coordination

UNIT I Disaster: Meaning, factors and significance; effects; a global view; community Disaster; disaster profile of India

UNIT II Typology of Disasters: Earthquake, Flood, Cyclone, Drought, Famine, Landslide, Avalanches, Fire, Forest fire, Epidemics, Tsunami and Industrial & Technological Disaster. Chemical, Biological and Nuclear Disaster

UNIT III : Disaster assessment, Disaster mitigation, Relief and Rehabilitation, Psycho social impact on Women, Children and the Aged, Disaster Mental Health and Disaster Counseling.

UNIT IV Disaster Management and Awareness: Predictability, forecasting and warning, Planning, Communication, Leadership and Coordination, relief measures, Community health during disasters. Community participation, public awareness programmes, information origination and dissemination. Community based Disaster Management

UNIT V: Role of Social Worker, Government (State and Central), District Administration INGOs, NGOs, Armed forces, Media, Disaster management Coordination committee, National Institute of Disaster Management,

References:

1. Form William H and Sigmund Nosow (1958), Community in Disaster, Harper and brothers Publishers, New York
2. E.L. Quarantelli, et. al., (1998), What is a Disaster, Routledge, London and New York.
3. Sen Amartya (1981), Poverty and Famines, Oxford University Press, New Delhi.
4. Parida P.K. (2002), Towards Rebuilding a Post Disaster Society: A Case Study of Super Cyclone Affected Coastal Orissa , The Indian Journal of Social Work, Vol 63, Issue 2.
5. Sharma Dharendra (1983), India s Nuclear Estate, Lancers, New Delhi.
6. Disaster Prevention and Mitigation (1982), United Nations Disaster Relief Coordination, New York.
7. Klinenberg Eric (2002), Heat Wave: A Social Autopsy of Disaster in Chicago, University of Chicago Press, Chicago

ORGANIZATIONAL BEHAVIOUR AND ORGANIZATIONAL DEVELOPMENT

Course Code: SWE 04 A

Number of Credits: 4 (Four)

Subject Description:

This course portrays various aspects of Organizational Behaviour, Individuals and Groups in organization, Dynamics and Forms of Organization, and Organisational Change and Development.

Goals:

To facilitate the students to learn more about challenges in Organizational Behaviour.

Objectives:

On successful completion of the course the students should enrich their knowledge relating i) the background and dynamics of Organizational Behaviour ii) to resolve conflicts in organizational environment, and iii) Organizational Changes and their impact on Organization Performance.

UNIT I Introduction

Organizational Behaviour: Definition, Objectives, Need, Background and Foundations of Organizational Behaviour. Models of Organization Behavior and Challenges in Organizational Behaviour.

UNIT II Individual and Group Organization

Individual and Groups in Organization: Individual - Differences and Models Man, Personality and Behavior: Perception and Learning, Values, Attitudes and Job Satisfaction. Group Dynamics: Theories of Group Formation – Formal and Informal Behavior and Group Behavior.

UNIT III Motivation and Leadership

Motivation: Theories of Motivation and Emotional Intelligence. Leadership: Theories of Leadership. Concept of Communication: Communication Process and Effective communication. Management Information system: Management Review Meeting, Power and Politics and Organizational Conflict.

UNIT IV Dynamics and Forms of Organization

Dynamics of Organization: Concept of Organizational Structure, Bases of Departmentation and Span of Management, Delegation of Authority: Centralization and Decentralization. Forms of Organization Structure: Line and Staff, Functional, Divisional, Project Matrix and Organization Structure. Job Stress: Causes and Effects of Stress and Coping with Stress.

UNIT V Organizational Change and Development

Organizational Change and Development: Organizational Culture, Organizational Effectiveness and Organizational Change. Organizational Development: Meaning, Characteristics, Models, Organizational Development Interventions, Cross Functional Teams and Quality of Work Life.

References:

- Jhon .W. Newstrom, 2007 Organisational Behaviour. New Delhi: Tata McGraw– Hill Publishing Company Ltd.
- Keith Davis, Human Behavior at Work. Louis Allen Management and Organization.
- Kesho Prasad, 1996 Organisational Development for Excellence. New Delhi: S. Chand and Company.
- Khanka .S. S., 2000 Organisational Behaviour. New Delhi: S. Chand and Company.
- Prasad, L M., 2006 Organizational Behavior. New Delhi: Sultan Chand & Sons.
- Stephen P. Robins, 2005 Organisational Behaviour. New Delhi: Prentice–Hall of India Pvt. Ltd.
- Subba Rao, P., 1999 Essentials of Human Resource Management and Industrial Relations. Mumbai: Himalaya Publishing House.
- Wendell L. French and Cecil H Bell, Organisational Development. New Delhi: Prentice-Hall, Prentice-Hall of India Pvt. Ltd.

PSYCHIATRIC SOCIAL WORK

Course Code: SWE 04 B

Number of Credits: 4 (Four)

Subject Description:

This course portrays various aspects of Psychiatric social work.

Goals:

To facilitate the students to learn the importance of Psychiatric social work and its applicability in the social work profession.

Objectives:

On successful completion of the course the students should enrich their knowledge about

- (i) the basics of psychiatric social work,
- (ii) mental health problems, nature, magnitude, symptoms, effects and various treatment methods etc.
- iii) mental health policy and programmes in the Indian context

UNIT I

Magnitude of mental health problems among men, women, aged, socio -economically disadvantaged, urban and rural population and in disaster situations. Treatment for the mentally ill patients - Psychological intervention, individual interventions, family interventions, group intervention and medication

UNIT II

Psychological treatment methods. Psychotherapy - supportive therapy, Re-educative and Reconstructive psycho therapy. Behavior therapy, Psycho-analysis, Client centered therapy, Reality therapy, Gestalt therapy , Rational emotive therapy , Logo therapy, Hypnosis and Abreaction.

UNIT III

Group therapy - Transactional analysis, Marital therapy, Family therapy, Recreational and Relaxation therapies, occupational therapy and Psychiatric Rehabilitation.

UNIT IV

Role of psychiatric social worker in half way homes - day care centers - child guidance clinics - community mental health programmes. Admission and discharge procedures in a psychiatric hospital.

UNIT V

Policies and legislations related to mental health in India: Mental Health Act, National Mental health Policy for India. Present mental health care services: identification of needs and related services in India- Training for psychiatric social work in India.

References:

Bhatia M S Essentials of Psychiatry

Corey G Theory And Practice Of Counseling And Psychotherapy

Government Of India National Mental Health Programme For India, Ministry Of Health And Family Welfare

Kaplan Synopsis For Comprehensive Textbook of Psychiatry

Kuruvilla K & Venkoba Rao A Psychiatry

Mane P & Gandevis Mental Health In India: Issues And Concerns

Turner Social Work Treatment

World Health Organization Innovative Approaches In Mental Health Care. Psychosocial.

Interventions and Case Management Division of Mental Health Geneva.

World Health Organization Prevention Of Mental Neurological Psychosocial Disorders, Geneva.

World Health Organization Schizophrenia Information For Families -A Manual Prepared Y The World Schizophrenia Fellowship For Publication In Cooperation With WHO.

TRIBAL COMMUNITY DEVELOPMENT

Course Code: SWE 04 C

No. of credits: 4

Objectives:

To enable the students to understand tribal community, tribal culture and to make them understand various aspects relating to tribal people so that they can work with the tribal people without much difficulty. It will also expose the students on various government initiatives for the tribal community and voluntary agencies role in the development of tribal community .

UNIT I: Tribes: Definition, concept, characteristics of the tribal community; nomadic and denotified tribes; History of Indian Tribes and tribes in Tamil Nadu; Regional distribution of tribes and Nehru's Panchsheel Principles of tribes.

Unit II: Social System of Tribes: Socio economic conditions; Cultural and religious aspects; status of women: dress, food, & marriage-polygamy, polyandry, Dormitory marriage; Status of Children; Tribal leadership and Political Participation -Local, State, and National levels.

UNIT III.: Problems of Tribes: Child Marriage, Poverty, Ill-health, Illiteracy, Sexually Transmitted Diseases and Acquired Immune Deficiency Syndrome, Exploitation and atrocities on tribes; Immigration and its related problems. Lack of infrastructure facilities and amenities; Tribal Resettlement and Rehabilitation and its related problems. Tribal Movements and Tribal Revolt, Naxalpari movement

UNIT IV: Tribal Development Administration: Administrative structure at Central, State and District levels; Hill Development Councils; Functions of Tribal Development Blocks/Agencies; Constitutional provisions for the protection of tribes; Research and Training in Tribal Development. Role of Voluntary Agencies in Tribal Development.

UNIT V: Tribal Development Programmes: Tribal Development Policies, Tribal Area Development Programme; Hill Area Development Programmes; Tribal Sub-Plans, Forest land cultivation, Need and Importance of social work practice in Tribal areas, Application of social work methods in tribal development, Problems in implementation of tribal development programmes.

REFERENCES:

- Devendra Thakur (1994) Tribal life in India (Ten Vols), Deep & Deep Pub., New Delhi.
Rajeeva (1988) An Introduction to the Tribal Development in India, International, Dehradun.
Ramana Rao, D.V.V (1992) Tribal Development, Discovery Pub, New Delhi,.
Babuji, M. (1993) Tribal Development Administration, Kanishka Pub., New Delhi.
Patel M.C. (1983) Planning Strategy for Tribal Development, Inter India Pub, New Delhi.
Chaudhuri (1981) Tribal Development in India, Inter India Pub. Delhi. Sing & Vyas (1989) Tribal Development, Himanshu, New Delhi,

SOCIAL WORK PRACTICUM –IV (CONCURRENT FIELD WORK)

Course code: SWP 04

Number of Credits: 4

The students will be placed in the respective specialization setting and after Completion of 25 days of the concurrent fieldwork, viva-voce will be conducted to evaluate the students by means of an open viva- voce examination conducted by an external examiner.

RESEARCH PROJECT AND VIVA-VOCE

Course code: SWP 05

Number of Credits: 4

Every student is required to complete a research project under the Supervision and guidance of a faculty of the department who will guide the Student on topics related field of specialization chosen by him/her. The Project will be evaluated and viva-voce test will be conducted jointly by the research Supervisors of the candidates and the external examiner concerned for 100 (40+60) marks. the students have to defend their projects in the open viva-voce examination.
