



गुजरात केन्द्रीय विश्वविद्यालय

(भारत की संसद के अधिनियम सं. 25, 2009 के तहत स्थापित)

CENTRAL UNIVERSITY OF GUJARAT

(Established by an Act of Parliament of India, No 25 of 2009)

F. No. 55-105/2021-22-A&A/

10.06.2022

Notification No.13/AA-2021-22

Sub: LOCF based syllabus of CSEP & CSSM-reg.

Ref.: Approval of Hon'ble Vice Chancellor dated 02.06.2022.

UGC under its Quality Mandate, has resolved to revise the curriculum based on Learning Outcomes which is endeavour towards fostering quality higher education in India. Accordingly, the following Centres have aligned their programmes syllabus. The same have been approved by their respective Board of Studies and the Academic Council of the university. Hence, this notification.

Sr. No.	Schools/Centres	Programmes
1.	Centre for Studies in Economics and Planning, School of Social Sciences	1. M.A. in Economics 2. Ph.D. in Economics
2.	Centre for Studies in Social Management, School of Social Sciences	M.A. in Social Work Programme

This is issued with the approval of the Competent Authority.

Registrar (Offg.)

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**Learning Outcomes–based Curriculum Framework
and syllabus for**

M.A. in Social Work



ગુજરાત કેન્દ્રીય વિશ્વવિદ્યાલય
CENTRAL UNIVERSITY OF GUJARAT

**CENTRE FOR STUDIES IN SOCIAL MANAGEMENT
SCHOOL OF SOCIAL SCIENCES
CENTRAL UNIVERSITY OF GUJARAT
Sector-29, Gandhinagar-382030**

2017

Introduction

The two years M.A in Social Work programme would be of four semesters with 20 credits, including concurrent field work, block field work and research dissertation, with a total of 80 credits across four semesters. In addition to the 80 credits (20 credits of 4 semesters), there would be a compulsory social work camp (6-10 days) and a social work tour (8-10 days) with 02 credits each. Thus, in total, the M.A in Social Work programme would be of 80 credits across the four semesters, along with an additional 4 credits (social work camp -02 credits and social work tour- 02 credits). Apart from the field work courses of social work, the taught courses also would have some components that are field based. Each taught course would have four modules/units with four credits. Within the four credits (60 hours) of a taught course, a maximum of around 20 hours shall be of tutorial sessions.

The M.A in Social Work programme aims to train students to constructively engage with the policy makers and public so as to evolve innovative strategies through field action projects and practice based research. The broader objective of this course emanates from the much-felt need of having a *social work perspective* to the various public policies that are generally framed and implemented by governments for citizens' welfare.

The uniqueness of this programme is its integration of social work skills and practices *embedded in social sciences* with the objective of rational understanding of policy formulation, monitoring and analysis in the larger governance framework. The social work perspective to public policy and governance could deliver better services to its beneficiaries, provided the methods of social work is integrated well with the policies and the larger governance framework. The course would cover the principles, skills, values and knowledge base of social work along with cutting edge knowledge for public policy and governance, embedded in social sciences.

The students graduating in the MA in Social Work would become change agents who connect the policy makers, implementation agencies and the end users of the policies. The course is prepared to produce critical human resource for the government, policy framers, grassroots NGOs engaged in the social development sectors.

PROGRAMME OUTCOMES

PO1	The students will be able to demonstrate empathetic social concern, and the ability to act with an informed awareness of issues. Learners understand and respect diversity and difference, devoid of any prejudice by gender, age, caste, religion or nationality. Learners promote sustainable development practices.
PO2	The students are expected to develop sensitivity towards issues of human rights and social justice. The students will be able to acquire the ability to engage in independent and life- long learning in the broadest context of socio-technological changes. They will be able to integrate academic knowledge with practical skills and transfer such knowledge /skills to other domains of one's life and work.
PO3	The students will be familiarized with knowledge, skills and attitudes required for professional social work practice.
PO4	The students are expected to enhance their writing skills to document practice appropriately. Recordings will be viewed as an expression of interest, motivation and involvement in practice and as evidence of enrichment in the process of professional growth.
PO5	The students is expected to acquire the ability to define a problem, generate alternate solution, evaluate and select an alternative and implement follow up on the solution.

PROGRAMME SPECIFIC OUTCOMES

PO1	To emanate from the much-felt need of having a 'social work perspective' with strong skill sets of methods in social work, to the various public policies that are generally framed and implemented by governments for citizens' welfare.
PO2	To integrate social work skills and practices through embedding in social sciences with the objective of rational understanding of policy formulation, monitoring and analysis in the larger governance framework.
PO3	To deliver better services to its beneficiaries, provided the <i>methods of social work</i> is integrated well with the policies and the larger governance framework regarding social work perspective to public policy and governance.
PO4	To be innovative in the sense that it targets to deepen the horizon of the theories and practices of social work through amalgamating the discourses of public policy and governance through embedding in social sciences, with the skills sets and methods of social work for effective social service delivery outcomes for communities.
PO5	To produce young minds with a holistic vision of public policy and governance, thereby being a change agent, specifically with the social work intervention skill sets.

CREDIT STRUCTURE FOR M.A in Social Work

Course code	Nature of Course	Course Title	No .of L/T	Credits
Semester I				
SOW-401	Core	Historical and Philosophical Foundations of Social Work	4 + 1	4
SOW-402	Core	Social Work Practice I: Working with Individuals and Groups	4 + 1	4
SOW-403	Core	Social Work Practice II: Community Organisation and Social Action	4 + 1	4
SOW-404	Core	Basic Social Sciences- I <i>(basics of sociology and psychology)</i>	4 + 1	4
SOW-441	Others	Concurrent Field work with focus on working with community	4	4
Semester II				
SOW -451	Core	Social Welfare Administration and New Public Management	4 + 1	4
SOW-452	Core	Governance and Social Policy	4 + 1	4
SOW-453	Core	Health and Mental Health	4 + 1	4
SOW-454	Core	Basic Social Sciences- II <i>(basics of Political studies and Economics)</i>	4 + 1	4
SOW-491	Others	Concurrent Field work – in a structured agency based	4	4
Semester III				
SOW- 501	Core	Social Work Research	4 + 1	4
SOW-502	Core	Development Practices in Urban Rural and Tribal	4 + 1	4

		context*		
SOW-503	Core	Criminology and Criminal Justice *	4 + 1	4
SOW-504	Core	Social Work Practices with Family Child and Youth*	4 + 1	4
SOW-541	Others	Block Field Work with focus on working with ANY of the above three preferably Government Department.	4	4
SOW-542	Others	Social Work Tour	2	2
Semester IV				
SOW- 551	Core	Participatory Programme Planning for Development Sector	4 + 1	4
SOW-552	Core	Introduction to Human Resources and Employee Relations	4 + 1	4
SOW-553	Core	Corporate Social Responsibility	4 + 1	4
SOW-571	Optional	Policies and Programmes: Microfinance and Livelihood	4 + 1	4
SOW-591	Others	Research Dissertation* with focus on ANY of social work issues	4	4
SOW-592	Others	Social Work Camp	2	2

Note: L-Lectures; T-Tutorials

SEMESTER I

Name of the Programme	M.A. in Social Work
Course Title	Historical and Philosophical Foundations of Social Work
Course No and Course Code	SOW- 401 ; Core
Semester	I
Credits	FOUR
Course Development Team	Prof. S L Hiremath and Dr. Sony Kunjappan

Pre-requisites for the Course: This course on Historical and Philosophical Foundation of Social Work is about the evolution of the social work profession and its underlying philosophy. It provides theory, explains concepts and develops understanding of intervention strategies. It provides skills and techniques through the practice to work towards social change. It helps the learners increase personal effectiveness and grow as a professional.

Course Objective:

- To understand the concept, definition, objectives, functions and theoretical foundations
- To gain knowledge on the historical development of social work profession in India
- To imbibe the principles, values and ethics of professional social work; recognise the need and importance of social work education and field work practicum

On completion of the course, the students will be able to:

Unit-I	LO1	The students will be introduced to Social Work as a profession
Unit-II	LO2	The students will be introduced theories of Social Work
Unit-III	LO3	The students will be introduced to introduction to methods of social work and levels of practice
Unit-IV	LO4	The students will be introduced to Social Work Education in India

Note: LO- Learning Outcome

COURSE CONTENT

Unit I

Social Work as a Profession; Philosophy, values, principles and code of ethics of professional

social work – Knowledge and Skills base of social work – Tenets of the social work profession. Social Work: Definition, objectives and functions – Historical development of social work in India- Contexts of social work practice – Social Work – Meaning, definitions, objectives, values and Functions. Evolution of Social Work Profession: UK, USA and India. Impact of Social Reform Movements. Philosophy and Principles of Social Work and their application; Methods of social work: Factors that influenced the emergence of method approach in Social Work Practice; fields of social work. Concepts related to social work – Social service, Social welfare, Social reform, Social policy, Social security, Social justice and Social development.

Unit II

Theories of Social Work – Ecological Systems Theory, Psychodynamic Theory, Social Learning Theory, Strengths perspective, Radical social work, Task centred approach, Gandhian Theory Psychosocial theory, functional theory, ecosystems theory, System Approach to Social Work Practice, structural theory, strength based social work theory, Integrated Social Work Practice.

Unit III

Introduction to methods of social work and levels of practice – Micro, mezzo and macro levels – Fields of Social Work: Community Development, Medical and Psychiatric Social Work, Social Work in the Workplace, Social Work with Family and Children, School Social Work, Correctional Social Work, Youth Development, Disaster Management, Corporate Social Responsibility, Conflict and Peace, Working with Marginalized Groups.

Unit IV

Social Work Education in India – Evolution, Nature and content of social work education – Fieldwork – Nature and objectives – Importance of field work supervision-Professional Associations of social work – Problems of professionalization in India - Networks in Social Work.

Attributes of a profession, Professional ethics, Professionalization of Social Work; Professional Associations, Academic Associations. International professional organizations- IASSW, IFSW, GSCC, NASW. National level professional organizations-ASSWI, IATSW, APSWA, ISPSW, NAPSWA. State level professional organizations.

Social Work Education – Content, Training, Supervision, Problems and Challenges

Reading List

Dasgupta, S. (Ed.) (1967). *Towards a Philosophy of Social Work in India*, New Delhi: Popular Book Service.

Bombay Association of Trained Social Workers (2002): Declaration of Ethics for Professional Social Workers 2002, in Joseph and Fernandes, 2006 (Appendix IIIb).

Desai, M. (2002). *Ideologies and Social Work: Historical and Contemporary Analyses*, Jaipur: Rawat Publishers.

Goldstein, Howard (1973): The Client – In and As a System; in *Social Work Practice: A Unitary Approach*, Columbia: University of South Carolina Press (Chapter 4)

Gracy Fernandes And Madhuri Dass (2000): Teaching Social Work Values and Ethical Decision-Making; *In the Indian Journal of Social Work, Vol.61 (2), 2000, p.269-284*

Howe, David (1989, 1990): *An Introduction to Social Work Theory. Making Sense in Practice*, England: Wildwood House.

Levy; C.S.(1973): The Values Base of Social Work, *Journal of Education for Social Work, 9, 34.42.*

Joseph, Josantony and Gracy Fernandes (Editors) (2006): *An Enquiry into Ethical Dilemmas in Social Work*; Mumbai: College of Social Work (Chapter 3, 4, 6)

Miley, Karla K., O'melia, Michael and Dubois, Brenda L. (1995): *The Ecosystems Perspective Generalist Social Work Practice: An Empowering Approach*. Boston: Allyn and Bacon (Chapter 2)

Mooney, L. A.; Knox D.; & Schacht C. (2000): *Thinking about Social Problems*; Chapter 1 in *Understanding Social Problems (2nd Edition)*; Wadsworth/Thomson Learning, USA; pp. 1-27.

Mullaly, B. (1993) *Structural Social Work: Ideology, Theory and Practice*; McClelland & Stewart Inc. The Canadian Publishers, Toronto..

NASW (1987):*Encyclopedia of Social Work (18th Edition)*, NASW.

Parsons, Jorgensen, Hernandez (1994): *Integration of Social Work Practice*; California: Brooks/Cole Publishing Co.

Patel, C. (1999). *Social Work Practice: Religio-Philosophical Foundations*. New Delhi: Rawat Publications.

Pincus, A., Minahan, A. (1993): *Social Work Practice: Model and Method*. Illinois: F.E. Peacock Publishers. (Chapter 3)

Wadia, A.R. (1961). *History and Philosophy of Social Work in India*. Bombay: Allied Publishers.

Zastrow, Charles (1995) *The Practice of Social Work*; California, Brooks/Cole Publishing Company (5th edition; p. 5-41)

Suggested Readings

Agarwal, M.M. (1998). *Ethics and Spirituality*. Shimla: Indian Institute of Advanced Study.

Basu, S. (1992). *Regional Movements: Politics of Language, Ethnicity – Identity*, New Delhi:

Manohar Publication.

Bharucha, R. (1998). *In the Name of the Secular: Contemporary Cultural Activism in India*, Delhi: Oxford University Press.

Bhasin, K. and Khan, N.S. (1986). *Some Questions on Feminism and its Relevance in South Asia*. New Delhi: Kali for Women.

Borgatta, E.F. (1992). *Encyclopedia of Sociology*. New York: MacMillan.

Buechler, S.M. (2000). *Social Movements in Advanced Capitalism: The Political Economy and Cultural Construction of Social*, Delhi: Manak Publications.

Chandra, B. (1994). *Ideology and Politics in Modern India*. New Delhi: Har-Anand Publications.

Chatterjee, P. (1996). *Approaches to the Welfare State*. Washington, D.C.: National Association of Social Workers.

Chatterjee, P. and Chakraborty, B. (1999). *Social Movements in Contemporary India*, Calcutta: K.P. Bagchi and Company.

Diwakar, V.D.(Ed.) (1991). *Social Reform Movements in India: A Historical Perspective*, Bombay: Popular Prakashan.

Ekins, P. (1992). *New World Order: Grassroots Movements for Global Change*, London: Routledge and Kegan Paul.

Encyclopaedia of Social ... (1987). *Encyclopaedia of Social Work*. Silver Spring, Maryland: National Association of Social Workers.

Engineer, A.A. (1995). *Lifting the Veil: Communal Violence and Communal Harmony in Contemporary India*, Hyderabad: Sangram Books.

Fernandes, W. and Dutta, A. (1999). *Colonialism to Globalisation: Five Centuries After Vasco da Gama*, New Delhi: Indian Social Institute.

Freire, P. (1972). *Pedagogy of the Oppressed*. London: Penguin Books.

Gore, M.S. (1993). *The Social Context of an Ideology: Ambedkar's Political and Social Thought*. New Delhi: Sage Publications.

Habib, I. (Ed.) (1992). *Medieval India*. Delhi: Oxford University Press.

Joseph, G. (1998). *Social Action Groups and their Activists*, Bangalore: Centre for Social Action.

Kothari, R. (1990). *Rethinking Development: In Search of Humane Alternatives*, London: Aspect Publications.

Lakshmana, C. and Others (Eds.) (1990). *Social Action and Social Change*, Delhi: Ajanta Publications.

Lobo, G.V. (1991). *Human Rights in Indian Situation*. New Delhi: Commission for Justice, Peace and Development.

Nadkarni, V. (1993) "Ecosystems Perspective of Mental Health", In Mane Purnima and Gandevia Katy, (Editors), *Mental Health in India Issue and Concerns*, (Bombay: Tata Institute of Social Sciences) pp. 246-258

Nadkarni, V., L. Narayan, S. Limaye and R. Mammen (2008-09) *Social Work Perspective : Compendium for M.A. Social Work, TISS 2008-09* (unpublished), Mumbai: TISS D space.

Nadkarni, V.V (2002) Interventions on Garbage Pollution using Integrated Social Work Practice Framework, *Indian Journal of Social Work*, 63:3

Omvedt, G. (1994). *Dalits and the Democratic Revolution*. New Delhi: Sage Publications.

Rao, M.S.A. (Ed.) (2000). *Social Movements in India: Studies in Peasant, Backward Classes, Sectarian Tribal and Women's Move*, New Delhi: Manohar Publication.

Sommer, J.G. (2001). *Empowering the Oppressed: Grassroots Advocacy Movements in India*, New Delhi: Sage Publications.

Staggenborg, S. (1997). *Gender, Family, and Social Movements*, New Delhi: Sage Publications.

Swatija and Chayanika (1992). *Not Just a Matter of Faith: Essays on Communalism*. Bombay: An Akshara Publication.

University Grants Commission (1980). *Review of Social Work Education in India: Retrospect and Prospect*, New Delhi.

Woodrofe, K. (1962). *From Charity to Social Work*. London: Routledge and Kegan Paul.

SEMESTER I

Name of the Programme	M.A. in Social Work
Course Title	Social Work Practice I: Working with Individuals and Groups
Course No and Course Code	SOW- 402 ; Core
Semester	I
Credits	FOUR
Course Development Team	Dr. Sony Kunjappan and Prof. S L Hiremath
Course Teacher	Dr. Sony Kunjappan

Pre-requisites for the Course:

This course aims to develop the required skills of working with individuals and groups in various situations/settings like crisis, preventive, facilitative and developmental. The course covers the basic understanding of the values and principles of working with individuals and groups. It also helps the learner to critically analyze problems of individual and groups.

Course Objective:

- Understand casework and group work as methods of professional social work.
- Understand the values and principles of working with individuals and groups.
- Develop the ability to critically analyze problems of individuals and groups and related factors.
- Enhance understanding of the basic concepts, theoretical approaches, tools and techniques in working with individuals, groups and families, in problem-solving and in developmental work.
- Develop appropriate skills and attitudes to work with individuals, groups and families.

On completion of the course, the students will be able to:

Unit-I	LO1	The students will be introduced to social case work and social groups
Unit-II	LO2	The students will be introduced to casework process
Unit-III	LO3	The students will be introduced to approaches and models
Unit-IV	LO4	The students will be introduced to theoretical perspectives related to Social Group Work

Note: LO- Learning Outcome

COURSE CONTENT

Unit I

Social case work: Concept and Definitions, scope, principles of social work, historical development - Introduction of casework as a method of social work - Concepts of adjustment and maladjustment - Philosophical assumptions and values of casework.

Pioneers in Social Case Work: The Almoners, Jane Addams, Ida Canon, Lydia Rappaport, Mary Richmond, Florence Hollis, H.H.Pearlman.

Social groups – Definition, Characteristics, and Importance – Classification of Groups – Cooley, Sumner, MacIver & Page, Toseland & Rivas – Theories of Group formation – Social Group Work – Concept, Historical development of Group Work, Values and Skills, Principles and Purpose of Group work

Unit II

Casework Process: Phase 1 – Exploration of person in environment – Phase 2 multidimensional assessment and planning, multidimensional intervention – Phase 3 – helping: implementing and goal attainment – Phase 4 – termination and evaluation – follow up – case work skills – case worker-client Relationship: meaning, purpose and elements/components – characteristics of professional relationship: empathy transference and counter transference, resistance, sustaining the relationship, non-possessive warmth, genuineness and self-disclosure – obstacles in client worker relationship – change process /Communication (IPR).

Basic Group Processes – Sub-group, Group conflict, Group decision making, Leadership in groups. Group dynamics – Concept, and Areas – Communication and Interaction Patterns, Group Cohesion, Social Control Dynamics and Group Culture. Stages or Phases of Group work – Pre group formation, Beginning phase, Middle/Working phase and Termination phase, Follow-up, Facilitation Skills and Techniques used in these Phases.

Unit III

Approaches and Models - Psycho Social approach, Psychoanalytical, Functional approach, Problem solving approach, task centered approach, person-in-environment, strengths approach and crisis intervention, empowerment approach– application of these approaches to understand clients and their contexts

Tools and techniques in casework: listening, observation, Interview – home visits, collateral contacts, referrals – techniques in practice – ventilation, emotional support, action oriented support, advocacy, environment modification, modeling, role-playing and confrontation – Case history taking, Record keeping – Face sheet, Narrative, Process and Summary recording.

Unit IV

Theoretical perspectives related to Social Group Work- principles- models in Social Group Work. Theoretical approaches of group work practice – Psychoanalytic, Learning, Field, Social Exchange, Systems theories. Stages of Group Development – Tuckman, Klien, Garland, Jones & Kolodny; Models of social group work – Social goals, Remedial, Reciprocal models, Programme development process, Programme Media

Reading List

Mathew, G.(1992). *An introduction to social casework*: Tata Institute of Social Sciences.

Mujawar, W. R., & Sadar, N. K. (2010). *Field work training in social work*. New Delhi: Mangalam Publications.

Perlman, H. H. (1957). *Social casework: a problem-solving process*: University of Chicago Press.

Cartwright, Dorwin and Zander, Alwin. (1995). *Group dynamics*. New York: Row, Peterson & Co.

Konopka, G. (1983 3rd Ed.). *Social group work: A helping process*. New Jersey : Prentice Hall

Suggested Readings

Segal, E. A. (2010). *Professional social work*. New Delhi: Cengage Learning India Pvt. Ltd.

Timms, N. (1966). *Social casework: principles and practice*. Routledge & Kegan Paul. Timms,

N. (1972). *Recording in social work*: Routledge and K. Paul.

Trevithick, P. (2000). *Social work skills: A practice handbook*. Open University Press

Upadhyay, R. K. (2003). *Social casework: A therapeutic approach*. New Delhi: Rawat Publications.

Coyle, Grace, L. (1947). *Group experience and democratic values*. New York: The Women's Press.

Trecker, H.B. (1970). *Social group work-principles and practices*. New York : Associate Press

Toseland, R. and Rivas, R. (1995). *An introduction to group work practice*, (Massachusetts: Allyn and Bacon)

Bhatt R.M. (1960). *Records of group work practice in India*. Baroda:Baroda University.

Delhi School of Social Work (1958). *Field work records in group work and community organization*. London : Tavistock Publication

Doel, M. & Sawda, C. (2003). *The essentials of group worker*. London : Jessica Kingsley Pub.

Douglas, T. (1976). *Group process in social work: A theoretical synthesis*. New York : John Wiley & Sons

Douglas, T. (1978). *Basic group work*. London : Tavistock Publication

Barhard,. (1975). *The use of groups in social work practice*. USA : Routledge & Kegan Paul Ltd.

Klein J. (1967). *The study of groups*. London :Routledge and Kegan Paul Ltd

Konopka, G. (1954). *Group work in institution*. New York: Associate Press .

Northen, H. (1969). *Social work with groups*. New York : Columbia University Press

Northen, H. (1976). *Theory of social work with groups*. New York : Columbia University Press

Phillips, H. (1962). *Essentials of social group work skills*. New York : Associate Press

Ryland & Wilson,. (1949). *Social group work practice*. USA: Houghton Mifflin Co.

Trecker, H.B. (1955). *Group work: Foundations & frontiers*. New York : Whiteside & William Marrow & Co

SEMESTER I

Name of the Programme	M.A. in Social Work
Course Title	Social Work Practice II: Community Organisation and Social Action
Course No and Course Code	SOW-403; Core
Semester	I
Credits	FOUR
Course Development Team	Prof. S L Hiremath and Dr. Sony Kunjappan

Pre-requisites for the Course:

Community organisation as a method of social work practice is seen as a means to facilitate communities towards self-directed change. It takes as its basis the inequalities in society manifested through processes of marginalisation, discrimination or disempowerment of groups, which have resulted in the loss of control over resources, be they tangible or intangible. The strategies of CO practice being addressed as part of the course covers a range spanning different ideologies, from those being people- initiated, and those that are initiated by the elite. Community organisation is seen as a means as well as end, where collective processes sustain the community's capacity to bring about change.

Course Objective:

- Understand the critical elements of community organisation practice.
- Enhance critical understanding of the models and strategies for community organisation practice.
- Enhance the understanding of the roles of the agencies and community organizer
- Enhance critical understanding of the models and strategies for community organization and social action.
- To understand the techniques and approaches of social work practice with communities.
- Develop perspective and skills for participatory processes in the community and civil society.

On completion of the course, the students will be able to:

Unit-I	LO1	The students will be introduced to community organization
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Unit-II	LO2	The students will be introduced to models of community organization
Unit-III	LO3	The students will be introduced to social action in community organization
Unit-IV	LO4	The students will be introduced to advocacy

Note: LO- Learning Outcome

COURSE CONTENT	
Unit I	Community organization – History, Concept, Principles, Scope, Assumptions and Objectives – Community Organization and Community Development – Process of community organization – Study and Survey, Analysis, Assessment, Discussion, Organization, Action, Reflection, Modification and Continuation
Unit II	Models of community organization(J. Rothman’s Model): locality development, social planning, social action- Approaches (Murray G. Ross’ Model)-specific content, general content and process content -Asset-Based Community Development (ABCD) approach - Roles of community organizer - Skills in community organization- Methods of community organization - Community development: concept, philosophy and methods, Rural Community Development – Principles, approaches.
Unit III	Social Action in Community Organization - Concept, Purpose, Principles of Social Action– Skills Involved in social action- Models of Social Action- Mobilization and Grass-Root Mobilization. Strategies and Tactics in Social Action – Social Action as a method of social work – Approaches to social action – Paulo Friere, Saul Alinsky, Mahatma Gandhi and Ambedkar, Public Interest Litigation.
Unit IV	Concept of advocacy as a tool, Strategy for advocacy – Campaigning, Lobbying, Use of media and public opinion building in advocacy – Coalition and Network building, linking up protest movements with development work, conflict resolution.
Reading List	<p>Gangrade, K. D. (1997). <i>Community organisation in India</i>, New Delhi: Popular Prakashan.</p> <p>Cox M. Fred et. al. (2005). <i>Strategies of community organization</i>. 4th Edition. New Delhi: Peacock Publishers.</p> <p>Johri, Pradeep Kumar. (2005). <i>Social Work and Community Development</i>. New Delhi: Anmol Publications Pvt. Ltd.</p> <p>Kumar, Jha Jainendra. (2002). <i>Social work and community development</i>. New Delhi: Anmol Publications Pvt. Ltd.</p>

Ledwith, Margaret. (2005). *Community development: A critical approach*. New Delhi: Rawat Publications.

Kumar, Somesh. (2008). *Methods for community participation*. New Delhi: Vistar Publications.

Siddiqui, H. Y. (1984) *Social work and social action*.(ed.), New Delhi: Harnam Publications

Christopher, A.J., and Thomas William. (2006). *Community organization and social action*. New Delhi: Himalaya Publications.

Suggested Readings

Siddiqui, H. Y. (1977). *Working with communities*. New Delhi: Hira Publication.

Kumaran, Hyma, Wood. (2004). *Community action planning*. Chennai: T. R. Publications

Rivera & Erlich,. (1995). *Community organising in a diverse society*. Boston: Allyn and Bacon

Jim Ife (1995). *Community development: Creating community alternatives - vision, analysis and practice*. Melbourne, Australia: Longman

United Nations Children's Fund, Geneva (Switzerland), (1982). *Community Participation: Current issues and lessons learned*. Washington, D.C.: Distributed by ERIC Clearinghouse, 1982.

Fred, Milson. (1974). *An introduction to community work*. London: *Routledge and Kegan Paul*

Dasgupta, Sugata. (1980). Social Movements, *Encyclopedia of social work in India*, New Delhi: Press Division, G02

Arora R. K. (Ed.) 1979 People's Participation in Development Process: Essays in Honour of B. Mehta, Jaipur: the HCM State Institute of Public Administration.

A. J Christopher and William Thomas, *Community Organisation and Social Action*, Himalaya Publications, New Delhi.

Dayal, R. 1960 *Community Development Programme in India*, Allahabad: KitabMahal Publishers.

Henderson, Paul; Jones, The Boundaries of Change in Community David and Thomas, Work, Boston, George Allen and UnwinDavid N. 1980

McMiller, W. 1945 *Community Organisation for Social Welfare*, Chicago: University of Chicago Press.

Murphy, C. G. 1954 *Community Organisation Practice*, Boston: Houghton Mifflin Co.

Ross Murray G. 1967 *Community Organisation: Theory, Principles and Practice*, New York: Harper and Row.Siddiqui, H. Y. 1997 *Working with Communities: An Introduction to*

Community Work, New Delhi: Hira Publications.

SEMESTER I

Name of the Programme	M.A. in Social Work
Course Title	Basic Social Sciences I (<i>basics of Sociology and Psychology</i>)
Course No and Course Code	SOW-404; Core
Semester	I
Credits	FOUR
Course Development Team	Prof. S L Hiremath and Dr. Sony Kunjappan

Pre-requisites for the Course:

This course is to give an understanding of basic concepts and theories about society and the relevance of Psychology to social work practice.

Course Objective:

- To understand the basic concepts and theories about society
- To gain knowledge the contributions of different sociological thinkers
- To acquire skills to identify and critically analyze existing and emerging social problems
- To understand the relevance of Psychology to social work practice
- To develop theoretical understanding of human development across the life span
- To understand the nature and development of human behaviour in socio-cultural context
- To learn about human behavioural processes, personality and theoretical approaches
- To apply the information on human growth and behaviour in social work practice

On completion of the course, the students will be able to:

Unit-I	LO1	The students will be introduced to introduction to Sociology
Unit-II	LO2	The students will be introduced to social stratification, heredity and environment
Unit-III	LO3	The students will be introduced to concept of culture
Unit-IV	LO4	The students will be introduced to Sociological theories

Note: LO- Learning Outcome

COURSE CONTENT

Unit I

Introduction to Sociology - Concept of Society- Meaning, types and characteristics - Individual and Society – Community – Rural, Urban and Tribal Communities - Social Organizations - Meaning and Forms - Concept of Associations - Difference between Society, Community and Association.

Psychology - Meaning, Definition, Fields and Methods, Introduction to Schools of Psychology, Relevance of Psychology to Social Work practice

Unit II

Social Stratification – Meaning and functions, Caste, Class and Race, Social Mobility – Concept and types of social mobility - Social Institutions - Marriage, Family, Education, Religion – Meaning, Types and Functions - Political Institutions - Concept of State, Government, Democracy

Heredity and Environment – Lifespan perspective – Development: concept and principles; Developmental stages and Developmental tasks – Developmental periods – infancy, babyhood, childhood, puberty and adolescence, early adulthood, middle age and old age – areas of Human Development – Physical, Social, Emotional, Moral and Cognitive growth and Theories – Cognitive Development – Piaget, Moral Development – Kohlberg.

Unit III

Concept of Culture - Culture and Society - Cultural Lag Cultural assimilation and integration - Civilization - Customs, Mores, Folkways - Socialization - Meaning, Agencies and Functions - Social Control - Meaning and agents - its effect on individual and society - Social Processes - Co-operation, Competition, Conflict, Accommodation, and Assimilation

Concept of Human Behaviour, the Concept of Self - Psychological Processes in Behaviour: Needs and Motives, Cognition, Memory, Intelligence: Concept, theories and assessment - Motivation: Meaning, definition, types and characteristics of motives, theories of motivation – Personality: Meaning, Definition, types and factors influencing Personality and structure, Theories of Personality

Unit IV

Sociological Theories: August Comte, Spencer, Weber, Durkeheim, Simmel, Karl Marx. Indian Social Thinkers - Gandhi, Aurobindo, Vivekanda, Radhakrishnan - Social Change – Meaning, Theories, Causes and resistance.

Human Behaviour Processes – Emotions, Concept of Perception, Characteristics, process and factors influencing perception; Definition, Concept, Nature of attitudes, stereotypes and prejudice, formation of attitudes and attitudinal change, leadership

Reading List

Bhusan, Vidya & Sachdev, (2006), *An introduction to sociology*. Allahabad, Kitab Mahal.

Harry. M. Johns, (1993). *Sociology: A systematic introduction*. Chennai: Allied

Publications

Horton, P.S & Hunt, C. L. (2005). *Sociology*. New Delhi: Tata McGraw Hill

Clifford, Morgen and King, Richard. (1975). *Introduction to Psychology*, New York: McGraw Hill Inc.

Coleman, James C. & Broen William E. (1972). *Abnormal Psychology and Modern life*, India: D. B. Taraporevala Sons and Co. Pvt. Ltd.

Hurlock, Elizabeth. (1976). *Personality Development*, New Delhi: Tata McGraw Hill Publishing Co. Ltd.

Suggested Readings

Ingleby Ewan. (2006). *Applied Psychology for Social Work*, UK: Learning Matters Ltd.

Mangal, S. K. (2007). *General Psychology*, New Delhi: Sterling Publisher Pvt. Ltd.

Paula Nicolson, Rowan Bayne and Jenny Owen. (2006). *Applied Psychology for Social Workers*, UK: Palgrave Macmillan Ltd. (3rd Edition).

SEMESTER II

Name of the Programme	M.A. in Social Work
Course Title	Social Welfare Administration and New Public Management
Course No and Course Code	SOW-451; Core
Semester	II
Credits	FOUR
Course Development Team	Prof. S L Hiremath and Dr. Sony Kunjappan

Pre-requisites for the Course:

This course is to help the student to understand the concept of social welfare administration, the various welfare policies by the Government. It also introduces the student to the New Public Management framework, its features and criticism.

Course Objective:

- To gain knowledge about the concept of social welfare administration.
- To understand the welfare policies by the government
- To understand the framework of NPM and its criticism

On completion of the course, the students will be able to:

Unit-I	LO1	The students will be introduced to concept of administration, social welfare administration
Unit-II	LO2	The students will be introduced to procedures in registering an organization
Unit-III	LO3	The students will be introduced to public welfare programmes and administration
Unit-IV	LO4	The students will be introduced to new public management

Note: LO- Learning Outcome

COURSE CONTENT

Unit I

Concept of administration, Social Welfare Administration - meaning, definition, principles and characteristics, Types of administration: organization and Development, POSDCORB, Registration of organizations – Registration under societies act, trust act, Program and project planning, SWOT analysis. Human Service Organizations (HSO) – Features - Non-Government, Non-Profit making and Self-governing – Types of HSO – By Orientation, Levels of operation and Focus – National Policy on Voluntary sector (2007) – Organizational structure and characteristics of Human Service organizations.

Unit II

Procedures in registering an organization – Societies Registration Act, 1860, Indian Trust Act, 1882, The Companies Act, 1956. Administrative Structure – Memorandum of Association, Bye laws, Constitution, Deed, Functions and responsibilities of governing board, committees and office bearers. Administrative structure of social welfare at the Central, State and Local level – Programmes of Central Social Welfare Board and State Social Welfare Boards.

Unit III

Public Welfare Programmes and Administration- State, civil society and market; history and ideological basis for government's responsibility in promoting the well-being and social development of all, particularly the welfare and development of the disadvantaged, brief historical sections; organizational arrangement of national, state and local governments: brief historical overview of public financing strategies; approaches to rural, tribal and urban development; cooperative movement, legislative and administrative framework; development and welfare of SC, ST, OBC, MBC, minorities and women; designing national and state social sector

and poverty alleviation programmes; role of NGOs and trained social workers good governance and social justice; impact of liberalization, privatization and globalization; people's participation, democracy and development.

Unit IV

New Public Management (NPM), its origin, characteristic and principles of NPM; conceptual framework of NPM; objectives of public management reforms; Criticism of NPM. Redefining Governance – Catalytic Government; Community Owned Government; Customer Driven Government; Enterprising Government; Decentralized Government; Market Oriented Government

Reading List

Batra, Nitin. (2004). *Administration of social welfare in India*. Jaipur: Raj Publishing House.

Bhattachary, Sanjay. (2009). *Social work administration and development*. New Delhi: Rawat Publications.

Bose, A.B. (1971). *Social welfare planning in India*. Bangkok: U.N. Publications

Sachdeva D R (1990). *Social Welfare Administration in India*. New Delhi: Kitab Mahal.

Medury, Uma (2010). *Public Administration in the Globalization era*, New Delhi, Orient Blackswan.

Osborne, David and Gaebler, Ted (1992). *Reinventing Government: How the entrepreneurial spirit is transforming the public sector*, Addison Wesley Publication.

Suggested Readings

Choudry, Paul, (1979). *Voluntary social welfare in India*. New Delhi: Sterling Publishers.

Choudry, Paul, (1993). *Hand book on social welfare*. Delhi: Atma Ram & Sons.

Dennison. D & Chepman, Valeries: *Social Policy and Administration*, George Allanond Unwin, London.

Dubey, S.N. (1973). *Adminstration of Social Welfare programmes in India*. Bombay: Somaiya Publications.

Encyclopaedia of Social Work in India- Vol I & III. (1987). Ministry of Welfare. Government of India.

Kohli, A.S & S.R. Sharma. (1998). *Encyclopaedia of Social Welfare and Administration*. New Delhi: Anmol Publication.

SEMESTER II

Name of the Programme	M.A. in Social Work
Course Title	Governance and Social Policy
Course No and Course Code	SOW-452; Core
Semester	II
Credits	FOUR
Course Development Team	Dr. Sony Kunjappan and Prof. S L Hiremath
Course Teacher	Dr. Sony Kunjappan

Pre-requisites for the Course:

This course aims to introduce the student an interdisciplinary perspective on the study of governance and social policy, along with its dimensions. The course also provide a sense of what is social policy, why it is needed, what are it scopes and why social policy has moved beyond concerns of welfare and public management. It also discusses the process of policy making in India and the models of social policy that explains the social policy process, the actors involved in implementation and evaluation. It also focuses on social policy at selective sectors such as criminal justice system, which are in general neglected in India.

Course Objective:

- (a) To understand the concept of governance, theoretical approaches, the state, market and civil society and its relationships.
- (b) To look into the constitutional provisions that supports the frame work of social policy
- (c) To gain an overview of models that explains social policy processes.
- (d) To understand the official policy makers, the process of policy making in India and also the forces involved.
- (e) To look at how policy implementation and evaluation take place.
- (f) To explore and recognize the importance and need for effective and efficient network between the various stakeholders of criminal justice.

On completion of the course, the students will be able to:

Unit-I	LO1	The students will be introduced to evolution of the concept of governance
Unit-II	LO2	The students will be introduced to theories of governance

Unit-III	LO3	The students will be introduced to models for policy analysis
Unit-IV	LO4	The students will be introduced to policy making in India

Note: LO- Learning Outcome

COURSE CONTENT	
Unit I	<p>Evolution of the concept of Governance; Governance as Structure-hierarchies, markets, networks, communities; Governance as process- steering and coordination; Governance as Analytical framework; Process and outcomes: the state as independent and dependent variable; Role of Government in Governance; Role of Society; Linkages between state and society.</p> <p>Basic concepts: Authority; Civil Society; Government; Legitimacy; Policy; Welfare; State. Welfare State; Social Policy; Modes and Methods of Social Policy Interventions; History of Social Policy; Constitutional Provisions and Framework related to Social Policy; Understanding Policy, its nature; policy making and decision making; policy making and planning; Policy analysis, policy advocacy and scope of policy; Social Justice and Social Policy.</p>
Unit II	<p>Theories of Governance- Traditional Authority, Autopsies and network steering, Cybernetics and Steering, Policy instruments, Institutional Analysis; Networks and policy communities; Rational Choice and Collective Choice; New Institutionalism; Governance Networks; The idea of Governmentality.</p> <p>Good Governance; Features of Good Governance; Interpretations of Good Governance; Perspectives – Neoliberal perspectives; Human Development perspectives; Human Rights perspectives ; essential elements of good governance- rule of law, accountability, transparency, participation, inclusiveness and right to dissent, people’s control.</p>
Unit III	<p>Models for policy analysis; stages for policy analysis; market led reforms and social policy; Approaches to social policy; Forces in policy making process; official policy makers- Legislature, Executive, Bureaucracy and Judiciary. Policy making in India; Institutional factors; Non-Governmental Institutions; Policy Implementation - Elements in Implementation, Implementers, Implementation techniques; Conditions for successful implementation; Policy evaluation; forms and problems in policy evaluation.</p>
Unit IV	<p>Policy making in India; Institutional factors. Non- Governmental institutional; policy Implementation Elements in Implementation, Implementers, Implementation techniques; Conditions for successful implementation; policy evolution; forms and problems in policy evaluation.</p>
Reading List	

Sapru, R K (1994) Public Policy: Formulation, Implementation and Evaluation, Sterling Publishers Pvt. Ltd. New Delhi.

Shivani Singh (2016), Governance: Issues and Challenges, Sage Publications, New Delhi.

Hall, A and J Midgley (2004), Social Policy for Development, Sage Publication.

Baldock, John et.al (1999), Social Policy, Oxford University Press (Chapter 1,2 and 3).

Hill, M (1997), Understanding Social Policy, 5th Edition, Blackwell Publishing Ltd (Chapter 1, 3 & 4)

Jon, Pierre and Guy, Peters (2000). Governance, Politics and the State, New York

Mander, Harsh and Asif, Mohammed (2004). Good Governance: Resource Book, BFC publications.

Mathur, Kuldeep (2008). From Government to Governance: A brief survey of the Indian Experience, New Delhi: National Book Trust.

Suggested Readings

Heywood, Andrew (2000), Key concepts in politics, MacMillian Press Ltd, London.

Anderson, James E (1994) Public Policymaking: An introduction; 2nd Edition, Boston; Houghton Mifflin Co.

Baldock, John et.al (eds) (1999) Social Policy; Oxford University Press.

David G. Gil (1992) Unravelling Social Policy: Theory, Analysis and Political Action Towards Social Equality;5th edition; Schenkman Book Inc.

Dror Y (1968) Public Policy Making re-examined; San Francisco, Chandler.

Mathur,Kuldeep(2008), From Government to Governance: A brief Survey of the Indian Experience, National Book Trust, New Delhi.

Osborne, David and Gaebler, Ted (1992), Re-inventing Government: How the entrepreneurial spirit is transforming the public sector, Addison Wesley Publication Company,Inc.

Evans,Peter(1995) Embedded Autonomy: State and Industrial Transformation, Princeton University Press.

SEMESTER II

Name of the Programme	M.A. in Social Work
Course Title	Health and Mental Health
Course No and Course Code	SOW-453; Core
Semester	II
Credits	FOUR
Course Development Team	Prof. S L Hiremath and Dr. Sony Kunjappan

Pre-requisites for the Course:

This course on Health and Mental Health is to enable the student to develop a holistic perspective in Health. It also helps the student to understand the concepts of public health. The course gives an understanding on the evolution and structure of public health system in India. The course discussed about the concepts related to mental health, well-being and mental illness. It also helps the student to understand the different models of mental health.

Course Objective:

- To enable students to develop holistic perspective in health.
- Understand the concept of public health and different related terminologies.
- Understand the distribution, determinants and measures of health.
- Describe the evolution and structure of the public health system in India.
- Understand concepts related to mental health, well-being and mental illness
- Understand the different models of mental health

On completion of the course, the students will be able to:

Unit-I	LO1	The students will be introduced to overview and contribution of Social Sciences in health and health services
Unit-II	LO2	The students will be introduced to historical development of public health
Unit-III	LO3	The students will be introduced to concepts of mental health
Unit-IV	LO4	The students will be introduced to epidemiology of mental illness

Note: LO- Learning Outcome

COURSE CONTENT

Unit I

Overview and contribution of Social Sciences in Health and Health Services; Interdisciplinary Approach to Health and Health Services; Emergence of Social Determinants Framework. Concept of health and disease; Concept of public health and related terminologies like community health, Preventive and Social Medicine (PSM), Health management etc;

Unit II

Historical development of public health: Chadwick era, Scientific era (germ theory era), Internationalization, New Public Health; Distribution, determinants and basic measures of health; Health Indicators; Health in developed and developing countries. Diseases of public health importance; Concept of prevention; Levels of prevention; History, structure, function and organization of health services in India; Job descriptions of various functionaries; Overview of the various national health programmes.

Unit III

Concepts of mental health, well-being and mental illness; Models of mental health: bio-psycho-social, structural, social determinants; Notions of mental health

Unit IV

Epidemiology of mental illness; Introduction to Psychiatric disorders; Mental Health interventions

Reading List

Adler, N and Stone, G. (Eds.) (1979) 'Social Perspectives on the Health System', in Stone, Cohen and Adler (Eds.) *Health Psychology- A Handbook*, London: Jossey-Bass Publishers.

Ashton, John and Seymour, Howard (1988)*The New Public Health*, Philadelphia: Open University Press.

Duggal R. and Gangolli L. (2005)*Review of Healthcare in India*, Mumbai: Cehat.

Government of India (1946)*Report of the Health Survey and Planning Committee*. Simla: Government of India Press.

Government of India (1983)*National Health Policy*. New Delhi: Ministry of Health and Family Welfare.

Government of India (2002)*National Health Policy 2002*. New Delhi: Department of Health Ministry of Health and Family Welfare.

Holland, W. W., Knox, G. and Detel, R. (2002)*Oxford Textbook of Public Health. Volume 1, 2 and 3*, Oxford University Press.

Moye, L. and Kapadia, A. S. (2000)*Difference equations with public health applications*, New York: Marcel Dekker.

Park, J. E. (2006)*Text book of Preventive and Social Medicine*, 17th edition.

Deutsch, A. (1937) *The mentally ill in America: A history of their care and treatment from colonial times*, New York: Doubleday, Doran and Co. Inc.

Jahoda, M. (1959) *Current concepts of positive mental health*, New York: Basic Book Service .

Kendrick, T & Others (Eds.) (1996) *The prevention of mental illness in primary care*, Cambridge: University Press.

Mane, P. and Gandevia, K.Y. (Eds.) (1993) *Mental Health Issues in India: Issues and Concerns*, Bombay: TISS.

Mohl, P.C. (1982) Promoting mental health and reducing risk for mental illness. In M.M. Faber and A.M. Reinhardt (Eds.), *Promoting health through risk reduction*, New York: Macmillan Publishing Co. Inc.

Prabhu, G.G. And Raghuram, A. (1987) 'Mental Health in India', in *Encyclopaedia of Social Work in India, Vol. 2*, New Delhi: Publications Department, Ministry of Information and Broadcasting, Government of India.

Sinha, D. (1990) *Concept of psycho-social well-being: Western and India perspectives*, NIMHANS Journal, 8(1), 1990: 1-11.

Somasundaram, O. (1984) History of Psychiatry in India. In A. DeSouza and D.A. DeSouza

(eds.) *Psychiatry in India*, Bombay: Bhalani Book Depot.

SEMESTER II

Name of the Programme	M.A. in Social Work
Course Title	Basic Social Sciences II (basics of Political Studies and Economics)
Course No and Course Code	SOW-454; Core
Semester	II
Credits	FOUR
Course Development Team	Prof. Sarita Aggarwal

Pre-requisites for the Course:

This course aims at developing a learning track in the fields of economics and political science. In modern times economics and political science have been growing. The examination of the relationships existing between political institutions on one hand and economic growth or social welfare on the other; the discussion of public policies and their effects on individual and aggregate economic variables. This programme aims at providing students with advanced and complete training in both economics and political science.

Course Objective:

- To understand the basic concepts and theories about economy and political scenario in the country
- To gain knowledge the contributions of different economic and political thinkers
 - To acquire skills to identify and critically analyze existing and emerging economic and political problems
 - To understand the economic and political processes.
 - To understand the nature and development of economy

On completion of the course, the students will be able to:

Unit-I	LO1	The students will be introduced to introduction: basic economic and political concepts
Unit-II	LO2	The students will be introduced to globalization and its impact on society and economy

Unit-III	LO3	The students will be introduced to institutions and economic growth
Unit-IV	LO4	The students will be introduced to growth vs. development

Note: LO- Learning Outcome

COURSE CONTENT	
Unit I	Introduction: Basic economic and political concepts: democracy, freedom, equality, justice, State, power, government, political culture, constitutional foundation of Indian federal structure. comparative economic systems, their meaning, features; merits and demerits; resources and their use.
Unit II	Globalization and its impact on society and economy, institutional framework of a global economy-realism, liberalism and structuralism, post war institutions and society in less developed countries.
Unit III	Institutions and economic growth, theoretical approach, basic concepts and their criticisms - property rights, transaction cost, principal-agent theory, collective action, development implications of institutional change with special reference to India
Unit IV	Growth vs. Development- various approaches, modern approach and Human development- concept and measurement, gender development and gender empowerment- Issues and major economic problems of Indian economy-population, poverty and unemployment, Development Process in India with reference to planning. – historical perspective and modern context.
Reading List	<p>Ahluwalia, I.J. and I.M.D. Little (Eds.) (1999), Indian's Economic Reforms and Development (Essays in Honour of Manmohan Singh), Oxford University Press, New Delhi.</p> <p>Arend Lijphart,(2008), Thinking About Democracy, Routledge, London.</p> <p>Banik Nilanjan (2015), The Indian economy-A Macro-Economic Perspective, Sage India</p> <p>Berlin, I., (1969), 'Two Concepts of Liberty', in I. Berlin, Four Essays on Liberty, London: Oxford University Press: 118-72.</p> <p>Bhagvati J (1993), India in Transition: Freeing the economy, Oxford, Clarendon Press.</p> <p>Brahmananda, P.R. and V.R. Panchmukhi (Eds.) (2001), Development Experience in the Indian Economy: Inter-State Perspectives, Bookwell, Delhi.</p> <p>Chatterjee parth (1997), state and politics in India, Oxford University Press, Delhi.</p>

Cohen, G. A.,(1989), 'On the Currency of Egalitarian Justice', Ethics, 99 (4): 906-44

Daniel Caramani(2008), Comparative Politics, Oxford University Press, Oxford.

David A. Baldwin (ed.), (1993), Neo-Realism and Neo-liberalism: The Contemporary Debate New York: Columbia University Press.

Dutt R and KPM Sundaram (2016), Indian Economy, S. Chand, New Delhi.

Gerald F. Gaus and Chandran Kukathas (ed.)(2004), Handbook of Political Theory, Sage, London.

John Baylis and Steve Smith (eds.) (2001), The Globalization of World Politics, Oxford: Oxford University Press.

Mckinnon, Catriona (ed.), (2008), Issues in Political Theory, New York: Oxford University Press.

North, Douglas C.(2004), "Institutional Change and Economic Performance", Cambridge University Press.

Rawls, John, (1971), A Theory of Justice, Harvard: Bellknap.

Robert Cox, with T. Sinclair (1996), Approaches to World Order, Cambridge: Cambridge University Press.

Sachs, J. D., Varshney, A, & Bajpai, N. (1999). Introduction India in the Era of Economic Reforms, Oxford University Press, New Delhi.

Steiner, Hillel, (1994), An Essay on Rights, Oxford: Blackwell.

Uma Kapila (2015), Indian Economy: Performance and Policy, Academic Foundation.

SEMESTER III

Name of the Programme	M.A. in Social Work
Course Title	Social Work Research
Course No and Course Code	SOW-501; Core
Semester	III
Credits	FOUR

Pre-requisites for the Course:

This course is to equip the student to utilize, conduct research as service managers to improve services, evaluate, develop new services and intervention methods, including strategies and techniques.

Course Objective:

- To comprehend the importance of research as a social work method
- To be familiar with various research designs, methods, statistical tools and techniques relevant to social work research.
- Develop attitudes and skills appropriate for social work research
- Develop skills for use of library and documentation in research work
- Acquire the skills for data analyses and research writing

On completion of the course, the students will be able to:

Unit-I	LO1	The students will be introduced to meaning and characteristics of scientific method
Unit-II	LO2	The students will be introduced to research designs
Unit-III	LO3	The students will be introduced to purpose of sampling
Unit-IV	LO4	The students will be introduced to levels of measurements

Note: LO- Learning Outcome

COURSE CONTENT

Unit I

Meaning and characteristics of scientific method- Goals of research- Basic elements of social research: concepts, constructs, variables, hypothesis, theories, operational definitions. Social work research: meaning, purpose and scope- Types of social work research: need assessment studies, situational analysis, monitoring and evaluation, impact assessment, policy research- Distinction between social research and social work research.

Unit II

Research Designs: Meaning and Purpose of Research design–Criteria of good Research Design– Important research designs – Meaning – Scientific Social Surveys – Experimental study design, Descriptive, Explanatory, Exploratory, Participatory Action Research - Quantitative and Qualitative Research and basic distinction, grounded theory, narrative, case study, ethnography

Unit III

Purpose of sampling – Concepts related to sampling – population, universe, sampling frame and sampling unit – Meaning and types of probability and non-probability sampling – techniques and procedures in sample selection – Methods and tools of data Collection – interview, questionnaire, observation – guidelines in framing of questions. Research hypothesis: Meaning, types and hypothesis testing

Unit IV

Levels of measurements – nominal, ordinal, interval and ratio, Scaling – Likert, Thurstone – Problems and tests of Reliability and Validity – Hypothesis – meaning, types, formulation and uses – Coding, Master sheet, tabulation plan – Univariate, bivariate, trivariate and multivariate analyses of data – Measures of central tendency (mean, median, mode) and dispersion - Inferential Analyses: correlation – tests of significance (chi square, t-test) analysis of variance (ANOVA), use of SPSS

Writing a research report - Social work research report content and formats - Literature Review and Literature Survey - Problem Identification - Specification of Research Questions - Rationale and Study Objectives – operational definitions. Data Analysis, Interpretation of results and discussion. References–Appendices–Structure of Research Report-Variou styles of report writing-writing up the research report: The title, the abstract, introduction, summary of rationale, aim and research questions, the method sub sections, analysis, conclusion, appendices

Reading List

Alston, M. Bocolos, W. (Indian Edition 2003). *Research for social workers: An introduction to methods*. Jaipur: Rawat Publications

Andrews, Richard. (South Asia edition 2005). *Research questions*. London: Continuum

Babbie, E. (ed) (2004). *The practice of social research*, Thomson Wadsworth, Belmont (USA).

Bailey, Kenneth D. (1978) *Methods of social research*. New York: Mcneil Pub.

Baker, Therese L. (1994) *Doing social research*. Singapore: McGraw Hill

Black, James A & Champion, Dean J. (1976) *Methods and issues in Social research*.

Bombay

Claire, S, et al (3rd ed), 1976, *Research Methods in Social Relations*. Holt, Rich and Winston, New York.

Suggested Readings

Clarke, A., 2003, *Evaluation research* sage Publications, New Delhi

Costello, Patrick (S. Asia Edition 2005) *Action research*. London: Continuum

Denzin, N.K., Lincoln, Y.S. (ed), 1994, *Handbook of qualitative research*. Sage Publications, NewDelhi.

Gillham, Bill (2000) *Case study research methods*. London: Continuum

Goode, W.J., Hatt, P.K. (1981) *Methods in Social Research*, Singapore: McGraw Hill

Gregory, Ivan. 2005 *Ethics in Research Continuum*, London

Grinell, Richard M. (Jr.) (1988) *Social Work Research and Evaluation*, Illinois F. E.

Gupta. S.P. (1985). *Statistical Methods*. New Delhi: Sultan Chand & Sons Publishers

Kidder, Louise H. (1981) *Research Methods in Social Relations*, New York: CBS

Kothari, C. R. (2004 2nd edition reprint) *Research Methodology: Methods & Techniques*

SEMESTER III

Name of the Programme	M.A. in Social Work
Course Title	Development Practices in Urban Rural and Tribal context
Course No and Course Code	SOW-502; Core
Semester	III
Credits	FOUR
Course Development Team	Prof. S L Hiremath and Dr. Sony Kunjappan

Pre-requisites for the Course:

This course aims at introducing the student towards the programmes of rural and tribal development, and the importance of social work practice with rural and tribal communities.

Course Objective:

- Develop an understanding of urban, rural and tribal communities.
- Understand the characteristics and problems of urban, rural and tribal communities.
- Acquire knowledge on the contribution of Government and Non-governmental organizations to rural and tribal development and also to have an understanding of the functions of Panchayati Raj Institutions

- To gain knowledge about the application of social work in urban, rural and tribal development programmes.

On completion of the course, the students will be able to:

Unit-I	LO1	The students will be introduced to urban and rural community: structure and characteristics
Unit-II	LO2	The students will be introduced to urban and rural development
Unit-III	LO3	The students will be introduced to tribes in India
Unit-IV	LO4	The students will be introduced to urban and rural development programmes

Note: LO- Learning Outcome

COURSE CONTENT

Unit I

Urban and Rural community: Structure and characteristics, Rural Reconstruction efforts before Independence: Baroda, Shantiniketan, Guragon, Marthandam, Firka, Etawah and Nilokheri experiments - Extension – meaning, principles, approaches - Rural Development Agencies: CAPART, DRDA, NABARD, NIRD, IRMA, Khadi and Village Commission - Cooperatives – People’s participation in rural development - Role of NGO’s for rural development; Urban Agencies

Unit II

Urban and Rural Development - Genesis of Urban and Rural Development – conceptual framework – objectives, approaches and strategies scope – indicators of rural development – Rural Development administrative structure - Theories applicable to rural development – balanced vs unbalanced growth – Lewis theory of surplus labour – Dualistic theories – Trickle-down theory – Myrdal’s backwash effect theory - Big Push Theory, Leibenstein’s Critical Minimum Effort Theory - Measurements of Social Development: Human Development Index (HDI), Human Poverty Index (HPI), Poverty – concept and dimensions – measurement of poverty – causes and consequences of poverty- poverty alleviation strategies – changing paradigm in rural development.

Unit III

Tribes in India: Tribal Demography; Nature and Characteristics, Economic, Social, Political and Cultural, Problems of Tribal Life, Primitive Tribal Groups (PTG), Features of Scheduled caste and Scheduled tribes in India, Social work and Tribal Development, Committees and commissions for tribal development, constitution of India and tribes, Tribal development policies and plans in India – Minor Forest Produce.

Unit IV

Urban and Rural Development Programmes - Five Year Plans and Rural Development - Programmes for women, youth and Children - Nehru Yuva Kendra (NYK), Mahatma Gandhi National Rural Employment Guarantee Scheme (MGNREGA), Swarnajayanti Gram Swarozgar Yojana (SGSY), Provision of Urban Amenities in Rural Areas (PURA), Bharat Nirman Scheme (BNS), Pradhan Mantri Gram Sadak Yojana (PMGSY), Integrated Child Protection Scheme (ICPS), National Rural Health Mission (NRHM), Prime Minister's Rozgar Yojana (PMRY) - Central Rural Sanitation Programme – Programme components – IEC activities – VWSC – Social Welfare Programmes;

National Programmes of Development: Skill India; Make in India; Digital India, Start-up India;

Reading List

Barnabas, A. P. 1987 Rural Community Development in India, In Encyclopedia of Social Work in India, Vol. II, New Delhi: Ministry of Welfare, Government of India.

Bharadwaj, A. N. 1979 Problems of Scheduled Castes and Scheduled Tribes in India, New Delhi: Light and Life Publishers.

Desai, A. R (Ed.) 1981 Peasant Struggles in India, New Delhi: Oxford University Press.

Singh, K. 1986 Rural Development: Principles, Policies and Management, New Delhi: Sage Publications.

Kumar, Somesh. Methods for Community Participation: A Complete Guide for Practitioners. New Delhi: Vistaar Publications, 2002.

Barnabas, A. P. 1987 Rural Community Development in India, In Encyclopedia of Social Work in India, Vol. II, New Delhi: Ministry of Welfare, Government of India.

Kumar, Somesh. Methods for Community Participation: A Complete Guide for Practitioners. New Delhi: Vistaar Publications, 2002.

Bose, Nirmal Kumar. 1971. Tribal Life in India. National Book Trust India, New Delhi.

Suggested Readings

Desai, A. R. (Ed.) 1978. Rural Sociology in India. Bombay: Popular Prakashan.

Debey, S. N. and Murdia, R. 1977 Land Alienation and Restoration in Tribal Communities, Bombay: Himalaya Publications.

Dube, S. C. 1987. Welfare of the Scheduled Tribes, In. Encyclopedia of Social Work in India, Vol, III, New Delhi: Ministry of Welfare, Government of India.

Epstein Scarlet, J. 1973 South India: Yesterday, Today and Tomorrow; Mysore Villages Revisited. London and Basingstoke: Macmillan Press.

Mahajan, V. S, (Ed.) 1993 Employment through Rural Development - Towards Sustainability, New Delhi: Deep & Deep Publications.

Mahanti, Neeti. 1994. Tribal Issues - A Non-conventional Approach. New Delhi: Inter- India Publications.

Nair, T. K. and Training Social Workers for Rural. Anbarasan, R. S. (Eds.) 1981 ASSWI.

Patel, M. L. 1994 Tribal Development without Tears. New Delhi: Inter-India Publications.

Ramaiah, P. 1988. Issues in Tribal Development. Allahabad: Chugh Publications.

SEMESTER III

Name of the Programme	M.A. in Social Work
Course Title	Criminology and Criminal Justice
Course No and Course Code	SOW-503; Core
Semester	III
Credits	FOUR
Course Development Team	Dr. Sony Kunjappan and Prof. S L Hiremath
Course Teacher	Dr. Sony Kunjappan

Pre-requisites for the Course:

This course helps the student to have an understanding of Criminology, its theories and the Criminal Justice System in India and its processes. It also gives an overview the police, prosecution and court along with their role and functions.

Course Objective:

- To have an understanding of criminology and its theoretical perspectives.
- To have an overview of the working of criminal justice system in India
- To have an understanding of the role and functions of police, prosecution and courts in the delivery of Justice.

On completion of the course, the students will be able to:

Unit-I	LO1	The students will be introduced to criminology
Unit-II	LO2	The students will be introduced to schools of criminology
Unit-III	LO3	The students will be introduced to criminal justice system in India
Unit-IV	LO4	The students will be introduced to police : development of police system

Note: LO- Learning Outcome

COURSE CONTENT

Unit I

Criminology: Definitions, historical perspectives, nature and scope. Criminology as a Social Science, Relations with other Sciences. Criminology Vs Criminal Justice. Fundamental Concepts: Norms, Values, Mores, Folkways, Culture, Subculture, Socialization, Social Conformity, Social Control, Social Disorganization, Social Problems, Anti-social behavior. Deviance: Normative and

Reactivist Definitions of Deviance. Crime – Legal and Sociological definitions. Deviance and Crime – Differences. Process of Criminalization – Sociological and legal.

Unit II

Schools of Criminology - Demonology, Classical, Neo-Classical Schools, Positive School, Cartographic School, Biological and Constitutional School. Multiple Factors: Heredity, Ecological and Economic factors.

Social Strain Theories: Anomie theory, Culture conflict and Sub culture theory, Middle Class measuring rod. *Social Ecology Theories:* Concentric Zone theory, Environmental Criminology / Geography of Crime, Social disorganization theory, Cultural Transmission theory, Lower class culture theory.

Theory of Imitation (Tarde), Differential Association Theory, Differential Identification theory, Social Learning Theory and Differential opportunity theory.

Social Control Theories: Drift and Neutralization theory, Containment theory, Social bond theory - *Social Conflict Theories:* Labelling Theory, Radical Criminology, Conflict Criminology, New Criminology, and Marxist Criminology.

Unit III

Criminal Justice system in India: A Historical Perspective; Components of Criminal Justice System: Police, prosecution, Judiciary and Correction, Inter Linkages and Coordination Between them. Structure of Criminal Justice System in India. Roles of legislature, police, prosecution, judiciary and prison system in Criminal Justice. Process of Law making. Role of Law Commissions. Cooperation and coordination among the various sub systems of criminal justice system. Role of Victims and Witnesses in the Criminal Justice Process.

Administration of Criminal Justice in India, Criminal Justice system and Human Rights; Public Interest Litigation and Legal Aid. Legal aid boards - Role of Social workers in courts. Out of court settlement in justice delivery system - Role and importance of arbitration, conciliation, negotiation, conflict resolution.

Unit IV

Police : Development of Police System; Functions of Police: Crime Reporting, Registration, Investigation, Arrest, Powers, Police-Public Relationship, problems of Police Administration; Female Police, Police Act and its amendments; Police Accountability; National Police Commissions; Working at Police Station; Police in Democratic Society, its Role; Future of Policing in India.

Reading List

Akers, R.L., and Sellers. C.S. (2004) *Criminological Theory: Introduction, Evaluation, and Application*. 4th Edition. Los Angeles; Roxbury Publishing.

Bernard, T.G., Vold, G.B., and Snipes, J.B. (2002) *Theoretical Criminology*. Fifth Edition. New York: Oxford University Press.

Cullen, F.T., and Agnew, R. (2003) *Criminological Theory: Past to Present*. Second Edition. Los Angeles, CA: Roxbury Publishing Company.

Curran, D.J., and Renzetti, C.M. (2001) *Theories of Crime*. Second Edition. Boston: Allyn and Bacon.

Paranjpe, N.V., (2002). *Criminology and Penology*, Central Law Publications, Allahabad.

Krishna Mohan Mathur (1994), *Indian Police, Role and Challenges*, Gyan Publishing House, New Delhi.

Parmar. M.S., (1992), *Problems of Police Administration*, Reliance Publishing House, New Delhi.

SankarSen (1986), *Police Today*, Ashish Publishing House, New Delhi.

Edwin H. Sutherland and Donald R. Cressey (1974), *Principles of Criminology*, Lippincott, Philadelphia

Suggested Readings

George Vold and Thomas J. Bernard, (1986), *Theoretical Criminology*, Oxford University Press, New York

Harry Elmer Barnes and Negley K. Teeters, (1966), *New Horizons in Criminology*, Prentice Hall, New Delhi.

Ronel N., & Segev, D. (eds.), *Positive Criminology*. Abingdon, Oxon: Routledge.

Williams, F.P. and McShane, M.D. (2004) *Criminological Theory*. Upper Saddle River, NJ: Prentice Hall.

Kunjappan Sony (2012) *Governance of In-service training process and procedures*, New Delhi; Palm Leaf Publications.

Kunjappan Sony (2017) 'Indian Police Training Institution, University and other stakeholder partnership: Towards a matrix model for better policing' in Philip Scott and Dilip K Das (eds) *Change and Reform in Law Enforcement: Old and New Efforts*, Taylor and Francis group, CRC, USA.

Kunjappan Sony (2017) 'Policing by consent: Exploring the possibilities of functional linkage between local police stations and panchayat' in Global Issues in Contemporary Policing. JohnAEteron (ed), Taylor and Francis Group.U.S.A.

Ramanujam .T (1992), *Prevention and Detection of Crime*, Madras Book Agency.

Ahmed Siddique, (1993), *Criminology, Problems and Perspectives, III Edn.*, Eastern Book House, Lucknow.

Allen, Friday, Roebuck and Sagarin, (1981), *Crime and Punishment: An introduction to Criminology*. The Free press. New York.

Brendan Maguire & Polly F. Radosh, (1999), *Introduction to Criminology*, Wadsworth Publishing Company, Boston, U.S.A.

Reid Sue Titus, (2006). *Crime and Criminology*. Mc Graw Hill Publishers.

Harry Elmer Barnes and Negley K. Teeters, (1966), *New Horizons in Criminology*, Prentice Hall, New Delhi.

John E.Conklin, J.E., (1981), *Criminology*, Macmillan, London.

Williams, F.P. and McShane, M.D. (2004) *Criminological Theory*. Upper Saddle River, NJ: Prentice Hall.

SEMESTER III

Name of the Programme	M.A. in Social Work
Course Title	Social Work Practice with Family Child and Youth
Course No and Course Code	SOW-504; Core
Semester	III
Credits	FOUR
Course Development Team	Prof. S L Hiremath and Dr. Sony Kunjappan

Pre-requisites for the Course:

This course is to have an understanding of the student on the professional competence of social work practice with family and children. It also looks at the types of practice settings and also in understanding the role of the profession and the stakeholders in the welfare of families and children.

Course Objective:

- To strengthen the professional competence of Social work Practice with families and children
- To gain understanding of type of practice settings working with families and children
- To understand the role of the profession and the stakeholders in the welfare of families and children.

On completion of the course, the students will be able to:

Unit-I	LO1	The students will be introduced to social work with families and children
Unit-II	LO2	The students will be introduced to process of Intervention
Unit-III	LO3	The students will be introduced to social work practice in different settings
Unit-IV	LO4	The students will be introduced to role of the social worker while working with children and families

Note: LO- Learning Outcome

COURSE CONTENT	
Unit I	Social Work with Families and Children: Working effectively with children and families, Values and Ethics in social work with children and families, Family as a Client System, Strengthening Family structure and Communication.
Unit II	Process of Intervention: Social Worker-client relationship, Social Study, Assessment, Goal Setting, Contracting, Intervention; Development of practice skills: Conceptual skills, Interviewing skills – Informational interview, Diagnostic/Assessment interview, Therapeutic Interview, Recording skills, Evaluation.
Unit III	Social Work Practice in different settings: Social Work interventions for children in different settings: school settings, correctional settings, institutionalized children, community based interventions, children in care and protection, adoption centres, street children, children abusing substances, children in clinical settings, Social work interventions for families in different settings: Family Counselling centres, short stay, Respite care, Destitute homes, Clinical settings.
Unit IV	Role of the Social Worker while working with children and families: Case worker, Group Facilitator, Community Organizer, Case Manager, Enabler, Reformer, Project Manager, Researcher, Activist, Advocacy and Lobbying, Sensitisation, Campaigning, Social Audits, Trainer, Monitoring and Evaluation, Documentation, Fund Raising, Resource Mobilisation, Policy Planning, Catalyst, Change maker, Role Model, Community Organiser, Coordinator, Enabler, Reformer, Facilitator, Volunteer.Youth, Civil Society Organisation, Community Based Organisations.
Reading List	Constable, Robert & Danniell B Lee. (2004). Social Work with Families: Content and Process, Chicago, USA: Lyceum Books Inc Pat, Starkey. (2000). Families and Social Workers: the work of Family Service Units, Great Britain: Liverpool University Press Jowit, Maureen & Loughlin, Steve O. (2007). Social Work with Children and Families, Great Britain: Learning Matters Ltd Butler, Ian and Roberts, Gwenda. (2004). Social Work with Children and Families: Getting into Practice, second edition, Great Britian: Jessica Kingsley Publishers Chowdry, Premanand. (2008). Child Survival, Health and Social Work Intervention, Jaipur: ABD Publishers. Munson C.E. (1985) Social Work with Families: Theory and Practice, London Free Press. Anderson, Per Pistrup. (1997). Child Growth and Nutrition and Developing Countries, Mumbai: Oxford University Press

Suggested Readings

Bajpai, Asha .(2006). Child Rights in India, Law, Policy, Practice, Delhi: Oxford University Press
Chandler, Caroline A. (2008). Early Child Care, USA: Transaction Publishers.
Cooker, Christian & Lucille Allain. (2008). Social Work with Looked After Children, Gt. Britain: Learning Matters
Deb, Sibnath. (2006). Children in Agony, New Delhi: Concept Publishing Company.
Dowd, Nancy E. (2006). Hand Book of Children, Culture & Violence, USA: Sage Publications.
Kumar, Aravind. (2007). Child Care: Health and Nursing, New Delhi: Mohit Publications. Liza, Bingley Miller & Arnon, Bentovim. (2007). Adopted Children and their Families, New York: Routledge Taylor & Francis Group.

SEMESTER IV

Name of the Programme	M.A. in Social Work
Course Title	Participatory Programme Planning for Development Sector
Course No and Course Code	SOW-551 ; Core
Semester	IV
Credits	FOUR
Course Development Team	Prof. S L Hiremath and Dr. Sony Kunjappan

Pre-requisites for the Course:

This course is intended to orient them to the role of both formal and informal mechanisms within development programmes, ranging from micro interventions to macro projects, and to prepare them for effective engagement. For students therefore, a people-centred perspective; the ability for methodical conceptualising, and hence, planning and work; knowledge of tools of planning, monitoring and evaluation; skills in utilising them; would be developed through this course.

Course Objective:

1. To develop a people- centred perspective on planning, monitoring and evaluation of programmes and projects
2. To enhance student ability for systematic conceptualisation and implementation of work through knowledge of components of the project cycle
3. To develop student capacity to grasp and utilise various tools of planning, monitoring and evaluation.
4. To build skills required in using these tools at various stages of programmes and projects.

On completion of the course, the students will be able to:

Unit-I	LO1	The students will be introduced to context, concepts
Unit-II	LO2	The students will be introduced to project proposal writing
Unit-III	LO3	The students will be introduced to cost-effectiveness analysis
Unit-IV	LO4	The students will be introduced to social audit

Note: LO- Learning Outcome

COURSE CONTENT	
Unit I	
Context, Concepts – programmes, projects, project cycle; Methods, process, tools	
Unit II	
Project proposal writing; Logical Framework Analysis	
Unit III	
Cost-effectiveness analysis; basics of accounting; PRA; Micro-planning	
Unit IV	
EIA; SIA; Social Audit	
Reading List	
<p>Altschuld J W. (2000). <i>From Needs Assessment To Action</i>. Thousand Oaks: Sage Publication.</p> <p>Butcher H et al., (2007). <i>Critical Community Practice</i>. The Policy Press. Bristol.</p> <p>Dale R. (2006). <i>Development planning: Concepts and tools for Planners Managers and Facilitators</i>. Published in India. New Delhi: Academic Foundation.</p> <p>-- -- -- (2004). <i>Evaluating Development Programmes and Projects</i>. Second Ed. New Delhi: Sage Publications.</p> <p>Shaw I F, Greene J C and Mark M M (ed.). (2007). <i>Sage Handbook Of Evaluation : Policies, Programs and Practices</i>. London: Sage Publications.</p>	
Suggested Readings	
<p>Centre for Good Governance. (2006). <i>A Comprehensive Guide for Social Impact Assessment</i>. Hyderabad : Centre for Good Governance.</p> <p>Centre for Good Governance. (2005). <i>Social Audit: A Tool for Performance Improvement and Outcome Measurement</i>. Hyderabad</p> <p>Devinney T M., (2009). <i>Is the Socially Responsible Corporation a Myth? The Good, the Bad, and the Ugly of Corporate Social Responsibility</i>. Academy of Management Perspectives.</p> <p>DFID. (2005). <i>Monitoring And Evaluating Information and Communication for Development (ICD) Programmes</i>.</p>	

International Institute for Environment and Development. (2004). *Participatory Learning and Action*. London .

Marsden D and Oakley P (ed.). (1990). *Evaluating Social Development Projects*. Oxford: Oxfam.

Morgan M, Levitt R E and Malek W. (2008). *Executing Your Strategy*. Boston: Harvard Business School Press.

Mukherjee N. (1993) *Participatory Rural Appraisal: Methodology and Applications*. New Delhi: Concept Publishers.

Narayanasamy N. (2009). *Participatory Rural Appraisal: Principles, Methods and Application*. Los Angeles: Sage Publications.

Ramachandran P and others. (2008). *Applied Social Research*. Bangalore: Centre For Social Action Trust.

Ramkumar Vivek. (2008). *Our money, Our responsibility*. The International Budget Project USAID . (2008). Social Audit Tool Handbook.

SEMESTER IV

Name of the Programme	M.A. in Social Work
Course Title	Introduction to Human Resources and Employee Relations
Course No and Course Code	SOW-552; Core
Semester	IV
Credits	FOUR
Course Development Team	Prof. S L Hiremath

Pre-requisites for the Course:

This course helps to understand the concept of Management and Human Resource Management, its function, administration, strategies. It also looks at the principles and determinants of wages are related concerns of employee, working in an organization. The course also looks at the scope and prospectus Industrial social work.

Course Objective:

- To understand the concept of Management, human resource management and their functions.
- To understand the principles and determinants of wages and related concerns of employee
- To look at the scope and prospectus of Industrial social work

On completion of the course, the students will be able to:

Unit-I	LO1	The students will be introduced to management: concept, definition
Unit-II	LO2	The students will be introduced to functions of Human Resource Management
Unit-III	LO3	The students will be introduced to wage and salary administration and Strategic Human Resource Management (SHRM)
Unit-IV	LO4	The students will be introduced to Industrial Social Work

Note: LO- Learning Outcome

COURSE CONTENT

Unit I

Management: Concept, Definition, Functions - POSDCORB, Principles – Henry Fayol; Scientific Management – F.W.Taylor; Management vs. Administration; Human Resource Management; Definition, Importance and Scope; HRM vs. Personnel Management; HRM in changing environment; HRM in Indian Corporate World; Qualities, Roles and status of Human Resource Manager.

Unit II

Functions of Human Resource Management: Human Resource Planning, Recruitment and Selection - Methods, process, Mode of assessment; Placement, Induction, Transfer, Promotion, Demotion; Human Resource Policy; Job Analysis, Job Description, Job Specification, and Methods of Job Evaluation; Talent Management; Employee Retention; VRS; Procedures of TQM, TPM, Kaizen, 5 S, and ISO.

Unit III

Wage and Salary Administration: Meaning, Importance, Principles; Determinants of wages and salary; Wage theories; Wage policy, Wage fixation institutions; Wages – Types and Components; Incentives– Financial and Non-Financial; Intrinsic and extrinsic rewards; Fringe Benefits; Retirement benefits.

Strategic Human Resource Management (SHRM) – Concepts and Perspectives, Definition, characteristics, Functions, Implications of SHRM on the organization, Difference between HRM and SHRM; Human Capital Management; International Human Resource Management –

Definition, Reasons, Challenges, IHRM vs. Domestic HRM; HRIS.

Unit IV

Industrial Social Work – Definition, Scope; Employee Assistance Programme (EAP) – Origin, Meaning, Definition, Underlying Assumptions, Core Components, Features, Models, Services, Consultancies, Designing EAP, Current trends and scope in India, Role of HR in implementation of EAP in the Indian workplace, EAP as an area of Social Work practice, EAP vs counselling, Role of Social Worker in the Workplace.

Reading List

Famularo, Joseph 1987 Handbook of Human Resource Administration, McGraw- Hill.
Gary Desslar 1997 Human Resource Management, 7th Edition, New Delhi: Prentice Hall of India Pvt. Ltd.
Pareek, Udai and Rao, T. V. 1982 Designing and Managing Human Resources, New Delhi, Oxford & IBH.
Subba Rao, P. 1996 Essentials of Human Resource Management and Industrial Relations, Himalaya Publishing House.
Arora, M, 2005 Industrial Relations, New Delhi, Excell Books.
Devar, R. S. 1967 Personnel Management and Industrial Relations, New Delhi, Vikas Publishing House.
Lal Das, D. K. 1991 Personnel Management, Industrial Relations and Labour Welfare, Agra, Y. K. Publishers.

Suggested Readings

Deb Tapomoy. (2010). *Human resource development*. New Delhi: Anne Books.
Dessler Garry, Biju Varkkey. (2011). *Human resource management*. New Delhi: Dorling Kindersley Publishing Company.
McKenna, Eugene and Beech, Nic 1997: *The Essence of Human Resource Management*, New Delhi, Prentice – Hall of India Pvt. Ltd.
Madhusudhana Rao, M. 1986 *Labour Management Relations and Trade Union Leadership*, New Delhi, Deep and Deep Publications.
Mamoria, C. B. and Mamoria S. 2006 *Dynamics of Industrial Relations*, Mumbai, Himalaya Publishing House.
Achar, M. R. 1976 *Labour Rules in Karnataka*, Bangalore, Shree Vidya Printers.
Joseph, T.M. 2009 *Industrial Law*, Mumbai, Himalaya Publications Pvt., Ltd.
Somani, Anjan and Mishra, Shivani, 2009-10 *Employment Laws*, Jaipur, Ramesh Book Depot
Srivastava S C, 2009 *Industrial Relations and Labour Law*. New Delhi, Vikas Publishing House Pvt Ltd.

SEMESTER IV

Name of the Programme	M.A. in Social Work
Course Title	Corporate Social Responsibility
Course No and Course Code	SOW-553; Core
Semester	IV
Credits	FOUR
Course Development Team	Prof. S L Hiremath

Pre-requisites for the Course:

This course helps the student to understand the concept of Corporate Social Responsibility (CSR) and its evolution. It also helps the student in designing and implementation of CSR and develops the skills for effective planning and development of projects related on CSR.

Course Objective:

- To understand the concept of Corporate Social Responsibility (CSR) and its evolution.
- To help in designing and implementation of CSR.
- To develop skills for effective planning and development of projects related on CSR.

On completion of the course, the students will be able to:

Unit-I	LO1	The students will be introduced to corporate social responsibility
Unit-II	LO2	The students will be introduced to designing and implementing CSR policy
Unit-III	LO3	The students will be introduced to CSR in India: Legal provisions and specifications on CSR
Unit-IV	LO4	The students will be introduced to evaluation and problem analysis

Note: LO- Learning Outcome

COURSE CONTENT

Unit I

Corporate Social Responsibility – Concept, and significance – Philanthropy Conventional and Strategic. Evolution of CSR – a moral argument for CSR – a rational argument for CSR – an economic argument for CSR - strategic context of CSR – Carroll’s Model of CSR (Pyramid of CSR) – Globalization and CSR. Stakeholders and perspectives - interest Groups Related to CSR – Tools of CSR – Business Benefits of CSR

Unit II

Designing a CSR policy – Factors influencing CSR policy – Managing CSR in an organization – Role of HR Professionals in CSR – Global Recognitions of CSR- ISO 14000 - SA 8000 - AA 1000 - Codes formulated by UN Global Compact – UNDP, Global Reporting Initiative.

Implementing CSR – CSR in the marketplace – CSR in the workplace – CSR in the community – CSR in the ecological environment – Case Studies: Lifebuoy Soaps’ *Swasthya Chetna*, ITC’s *e-Choupal* venture, Titan Industries Limited, Tata Power

Unit III

CSR in India: Legal provisions and specifications on CSR – TCCI (Tata Council for Community Initiatives), Tata Model on CSR – National CSR HUB, TISS Mumbai – Success and failure with CSR initiatives – CSR Awards in India – role of social workers in CSR

Introduction: Planning and its importance – Process and Blueprint Planning – Centralized Planning Vs. Decentralized Planning - Concept of Management in Social Development – Process of Management – POSDCORB - Project Cycle - Baseline Survey - Implementation of Development Projects – Factors affecting Implementation – Project Identification – Tools of Project Identification - Project Formulation – Detailed Project Report.

Unit IV

Problem Analysis - Project Appraisal – Technical Feasibility – Economic Feasibility – Financial Feasibility – Project Monitoring – Project Evaluation – Principles of Evaluation – Types of Evaluation – Formative and Summative Planning – Criteria for Evaluation – Indicators of Evaluation – Terms of Reference for Evaluation.

Reading List

Essential Readings

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

Bradshaw, T. and D. Vogel. (1981). *Corporations and their critics: Issues and answers to the*

problems of corporate social responsibility. New York: McGraw Hill Book Company

Brummer, J.J. (1991). *Corporate Responsibility and Legitimacy: An interdisciplinary analysis*. Westport, CT: Greenwood Press.

Cannon, T. (1992). *Corporate responsibility* (1st ed.) London: Pitman Publishing.

Suggested Readings

Crane, A. et al., (2008). *The Oxford handbook of corporate social responsibility*. New York: Oxford University Press Inc.

Ellington, J. (1998). *Cannibals with forks: The triple bottom line of 21st century business*. New Society Publishers

Grace, D. and S. Cohen (2005). *Business ethics: Australian problems and cases*. Oxford: Oxford University Press.

Reddy, Sumati and Stefan Seuring. (2004). *Corporate Social Responsibility: Sustainable Supply Chains*. Hyderabad: ICFAI University Press.

Werther, W. B. & Chandler, D. (2011). *Strategic corporate social responsibility*. Thousand Oaks, CA: Sage

Choudhury, S. (1990) *Project Management*, New Delhi, Tata McGraw – Hill Publishing Company Ltd.

Fernandes, Walter Tondon, Rajesh (Ed) (1981) *Participatory Research and Evaluation*, New Delhi : Indian Social Institute.

Goel, B. B. and Faculty of Arts, Punjab University (1987) *Project Management- A Development Perspective*, New Delhi: Deep and Deep Publication.

Marsden, David, Oaklay, Peer (Ed) (1990) *Evaluating Social Development Project*; Oxford, UK: Oxfam.

Mukharjee, Amitava (2004) *Participatory Rural Appraisal- Methods and Applications in Rural Planning*, New Delhi : Concept Publishing Company.

Mukharjee, Neela (2002) *Participatory Learning and Action with 100 Field Methods*, New Delhi: Concepts Publishing Company.

Mukherjee, Neela (1996) *Participatory Rural Appraisal and Questionnaire Survey*, New Delhi : Concept Publishing Company.

Nail, B. M. (1985) *Project Management – Scheduling and Monitoring By PERT/CPM*, New Delhi: VANI Educational Books.

PRIA (1995) *A manual for participatory Training Methodology in Development*, New Delhi : PRIA.

SEMESTER IV

Name of the Programme	M.A. in Social Work
Course Title	Policies and Programmes: Microfinance and Livelihood
Course No and Course Code	SOW-571; Optional
Semester	IV
Credits	FOUR
Course Development Team	CSSM/SSS (Cross Listing Course from Centre for Studies in Social Management)

Pre-requisites for the Course:

This course helps the student to understand the concept of Microfinance and Livelihood and policies and programmes in the context of Social Work. It also helps the student in designing and implementation of Microfinance and livelihood practices and develops the skills for effective planning and development of projects related on them.

Course Objective:

- To understand the concept of Microfinance and Livelihood and its evolution its uses in various contexts of social work.
- To help in designing and implementation of Microfinance and Livelihood policies and programmes in Indian context.
- To develop skills for effective planning and development of projects related on Microfinance and Livelihood.

On completion of the course, the students will be able to:

Unit-I	LO1	The students will be introduced to rural social structure, social change and continuity
Unit-II	LO2	The students will be introduced to management of rural financing and micro-finance
Unit-III	LO3	The students will be introduced to micro-finance and micro-credit
Unit-IV	LO4	The students will be introduced to sustainable rural livelihood and its

		diversification
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Note: LO- Learning Outcome

COURSE CONTENT

Unit I

Rural Social Structure, Social Change and Continuity-Social and Economic structure of Rural Society-Agricultural Development, Land Reforms and Agrarian Class Structures in India, Concepts of Rural Development-Present Scenario of Indian Agriculture, Agriculture Finance and Marketing-Impact of Globalization on Indian Agriculture.

Unit II

Management of Rural Financing and Micro-Finance- Rural Credit System, Role of Rural Credit in Rural Development, Evolution and Growth of Rural Credit System in India, Agriculture Credit, Problems and Prospects, Rural Credit to Non-form sector, Role of Government Institutions towards facilitating Rural Credit, Role of Non-government/Semi-government/ Quasi-government institutions.

Unit III

Micro-finance and Micro-credit- Concept of micro-finance/ Micro-credit, Evolution and Growth-Micro-Finance and Social Security, Micro-Finance and Livelihood approach- Different Models of Micro-finance (NABARD, Grameen Bank, BRAC, BASIX, and BANDHAN etc.). Success Stories, Problems and Prospects of Micro Financing in Rural India- Micro-Finance and Entrepreneurial Development, Rural Women- Self-Help-Groups.

Unit IV

Sustainable Rural Livelihood and its Diversification- Livelihood: Concept, Income and Livelihood processes and outcome. Livelihood in Developing countries- Diversity and Diversification- Sustainability- A Framework of a Livelihood Analysis.

Reading List

Amit K. Bhandari, Ashok Kundu (Eds). (2014). *Microfinance, Risk-taking Behaviour and Rural Livelihood*. New Delhi: Springer.

Amitabh Bhatnagar (ed.). (2008). *Rural Microfinance and Microenterprise: Informal Revolution*. New Delhi: Concept Publishing Company.

David Hulme, Thankom Arun (Eds). (2009). *Microfinance: A Reader*. London and New York: Routledge.

Gan Christopher, Nartea Gilbert. (2017). *Microfinance in Asia*. New Jersey: World Scientific.

K G Karmakar. (2008). *Microfinance in India*. New Delhi: Sage.

Thomas Dichter and Malcolm Harper (2007). *What's Wrong with Microfinance?*. Practical Action Publishing.

Suggested Readings

Ajai Nair. (2005). *Sustainability of Microfinance Self Help Groups in India: Would Federating Help?*

Ambar Nath Ghosh, Asim K. Karmakar. (2015). *Agriculture, Sustainable Development and Microfinance: Essays in Honour of Professor Biswajit Chatterjee*. Regal Publications

Daniela Roettger. *Agricultural Finance for Smallholder Farmers: Rethinking Traditional Microfinance Risk and Cost Management Approaches*. Stuttgart: ibidem-Verlag.

Doris Köhn (Ed). (2013). *Microfinance 3.0: Reconciling Sustainability with Social Outreach and Responsible Delivery*. New York: Springer Open.

Food and Agriculture Organisation of the United Nations. (2005). *Microfinance and Forest-based Small-scale Enterprises*. Rome: FAO.

G. Bhaskar, Kurapati Venkat Narayana. (2015). *Micro Finance and Women*. New Century Publications.

Hotze B. Lont, Otto Hospes (Eds). (2004). *Livelihood and Microfinance: Anthropological and Sociological Perspectives on Savings and Debt*. Delft: Eburon Academic Publishers.

Jean-Pierre Gueyie, Ronny Manos, Jacob Yaron (Eds). (2013). *Microfinance in Developing Countries: Issues, Policies and Performance*. New York: Palgrave Macmillan.

Malcolm Harper, Sukhwinder Singh Arora (Eds). (2005). *Small Customers, Big Market: commercial banks in microfinance*. Warwickshire: ITDG Publishing.

Malcolm Harper. (2012). *Whose Sustainability Counts?: BASIX's Long March from Microfinance to Livelihoods*. Kumarian Press.

N Srinivasan. (2009). *Microfinance India: State of the Sector Report 2008*. New Delhi: Sage.

Prabhu Ghate. (2007). *Indian Microfinance: The Challenges of Rapid Growth*. New Delhi: Sage.

Ranjula Bali Swain. (2012). *The Microfinance Impact*. New York: Routledge.

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