Maximum Marks - End-Semester: 70
Duration: 2¹ᐟ² hours

SWM-1001:   SOCIAL WORK PROFESSION: HISTORY AND IDEOLOGIES

UNIT-1: INTRODUCTION TO PROFESSIONAL SOCIAL WORK

Professional Social Work: Concepts, Definitions and Units of Social Work Intervention; Attributes of a Profession in Social Work; Social Work Roles and Strategies; Social Work Purpose and Goals; Values and Ethics in Social Work; Principles of Social Work Profession; Functions of Social Work: Remedial, Preventive and Developmental; Methods of Social Work.

UNIT- 2: HISTORY OF SOCIAL WORK PROFESSION AND SOCIAL MOVEMENTS

Historical Evolution of Social Work in USA, UK and India; Interface between Professional and Voluntary Social Work: Gandhian Social Work, National Policy on the Voluntary Sector 2007; Indian history of ideologies for Social Change: Hindu Reform Movements, Muslim Reform Movements, Dalit Movements, Adivasi's Movements.

UNIT-3: PROFESSIONAL SOCIAL WORK PRACTICE

Social Work and Social Systems; Integrated Approach to Social Work Practice; Human Rights Dimensions and Social Work Profession; Professional Associations of Social Work: International, Regional and National; Emerging trends in Social Work Profession; Areas of Social Work Practice, Models of Professional Social Work Practice.

READINGS

Books:

1. A. F. Young & E. T. Ashton. *British Social Work in the Nineteenth Century*. Routledge & Kegan: London, 1967.
2. A.R. Wadia (Editor). *History and Philosophy of Social Work in India*. Allied Publishers, 1968.
3. Betty J. Piccard. *Introduction to Social Work: A Premier*. Dorsey Press: Chicago, 1998.
4. Bradford W. Sheafor, Armando Morales & Malcolm E. Scott. *Social Work: A Profession of Many Faces*. Allyn & Bacon, 2012.
5. Brenda Dubois & Karla K. Miley. *Social Work: An Empowering Profession*.Allyn & Bacon: Boston, 2011.
6. Frederic G. Reamer. *Social Work Values and Ethics*. Columbia University Press, 2006.
7. Malcolm Payne. *Modern Social Work Theory: A Critical Introduction*. Macmillan: London, 1991.
8. Mark Doel. *Social Work: The Basics*. Routledge: N.Y., 2012.
9. Murli Desai. *Ideologies and Social Work*. Rawat Publications: Jaipur, 2002.
10. NASW. *Encyclopedia of Social Work*. NASW Press and Oxford University Press, 2008.
11. Patricia Higham. *Social Work: Introducing Professional Practice*. SAGE Publications: New Delhi, 2006.
12. Rex A. Skidmore & Milton G. Thackeray. *Introduction to Social Work*. Prentice Hall Inc: New Jersey, 1974.
13. Sarat C. Joshi. *Gandhian Social Work*. Akansha Publishing House: New Delhi, 2009.
14. Walter A. FriedLander. *Introduction to Social Welfare*. Prentice Hall Inc: India, 1963.

Journal Articles, Reports and Other Documents:
15. Ernest Greenwood. *Attributes of a Profession*. Social Work, vol. 2, no. 3, pp. 45–55, 1957.
16. Government of India. *National Policy on the Voluntary Sector*. Planning Commission, 2007.
17. NASW. *Code of Ethics of the National Association of Social Workers*. 1996, Revised, 2017.

Maximum Marks - End-Semester: 70
Duration: $2^{1/2}$ hours

SWM-1002:   SOCIOLOGY FOR SOCIAL WORK IN INDIA

UNIT-1: BASIC CONCEPTS, AND SOCIAL PROCESSES

Sociology: Meaning and Scope; Relationship with Social Work; Community and its Importance; Social Structure: Meaning, Status and Roles; Social Groups: Meaning and Types; Socialization: Meaning, Processes and Agents; Culture: Meaning and Contents

UNIT 2: SOCIAL INSTITUTIONS, SOCIAL CHANGE AND SOCIAL CONTROL

Social Institutions: Meaning and Types; Social Change: Meaning, Concept and Characteristics; Factor of Social Change; Theories of Social Change; Social Control: Concept, Types, Social Control exercised through Social Institutions

UNIT 3: INDIAN SOCIETY AND SOCIAL DISORGANISATION

Social Classification in India: Tribal, Rural and Urban; Weaker and Vulnerable Sections and Minority Groups; Social Stratification in India: Meaning, Caste and Class Divisions; Concept and Causative factors of Indian Social Problems; Social Problems and Role of Social Workers

READINGS

1. Ahuja,Ram
   Indian Social System
   Rawat Publication: Jaipur 1994
2. MacIver,Page
   Society
   Columbia University Press: Columbia
3. Davies,Martin (Edited)
   The Sociology for Social Work
   Roudledge : New York 1994
4. Haralambos, M.
   Sociological Themes and Perspectives
   Oxford University Press: Bombay 1983
5. Bottomore,T.B.
   Sociology
   Blackie and sons (India) Ltd: New Delhi 1975
6. Madan,G.R.
   Indian Social Problems Vol II
   Allied Publishers: Bombay 1967
7. Srinivas,M.N
   India: Social Structure
   Hindustan Publishing Corporation: Delhi 1980
8. Kuppuswamy,B Social Change in India
   Vikas Publishing House Pvt. Ltd:
   Ghaziabad 1972

Maximum Marks - End-Semester: 70
Duration: 2$^{1/2}$ hours

SWM-1003: HUMAN GROWTH AND DEVELOPMENT

UNIT-1: HUMAN DEVELOPMENT

Human Growth and Development: Meaning Concept and Principles; Determinants of Development: Heredity and Environment, Social Customs, Traditions; Deprivation and Development during Stages of Life Span from Conception to Old Age; Personality: Meaning, Concept and Nature

UNIT-2: THEORIES OF HUMAN/PERSONALITY DEVELOPMENT

Freud's Psychosexual Theory; Erikson's Psycho Social Theory; Jung's Conceptualization; Piaget's Theory of Cognitive Development; Trait & Type Theories of Personality; Behavior and Learning Theories

UNIT-3: ABNORMAL BEHAVIOUR AND MENTAL HEALTH

Concept of Normality and Abnormality; Factors of Personality Disorders: Social, Cultural, Biological and Psychological; Major Mental Disorders in the light of DSM-IV; Mental Hygiene: Meaning, Objective and Scope; Mental Health: Issues and Concerns of India

READINGS

1. Davison,G.C; Neale,J.M.
   Abnormal Psychology
   John Wiley & Sons: New York 1994
2. Hall,Calvia,S; Lindzey,G.
   Theories of Personality
   Wiley Eastern: New Delhi 1991
3. Allport, Gordon, W., (1961), Pattern and Growth in Personality, Holt, Rinehart and Winston, New York
4. Cameron,Norman
   Personality Development and Psychotherapy
   Houghton Miffin Co:Boston 1963)
5. Coleman,James et.al
   Abnormal Psychology & Modern Life
   1998
6. Harlock,F.B.
   Personality Development
   Tata MacGraw Hill Pub. Co: New Delhi 1974
7. Havighurst R. J. (1953),
   Human Development and Education,
   Longmans, New York.
8. Hurlock Elizabeth B (1980),
   Developmental Psychology,
   5th Edition, Tata McGraw-Hill, New Delhi.
9. Jehu,Derek
   Learning Theory & Social Work
   Routledge & Kegan Paul: London 1967
10. P.Jamas; Poston,Leo
    Experimental Psychology
    Kalyani Publication: New Delhi 1998

Maximum Marks - End-Semester: 70
Duration: $2^{1/2}$ hours

SWM-1004 :   SOCIAL WORK WITH INDIVIDUALS

UNIT-1: SOCIAL CASE WORK: AN INTRODUCTION

Social Case Work: Meaning, Concept and Objectives; Philosophical Assumptions and Case Work Values; Components in Social Case Work; Principles of Social Case Work, Case Recording: Concept, Purpose, Types and Principles

UNIT-2: SOCIAL CASE WORK: PROCESS, TECHNIQUES & SKILLS

Social Case Work Process: Intake, Study; Assessment; Intervention; Termination and Evaluation; Case Work Relationship: Conceptual Framework; Rapport Building; Basic Communication and Helping Skills; Counseling

UNIT-3: THERAPEUTIC APPROACH TO SOCIAL CASE WORK

Psychoanalytical Theory; Diagnostic School and Psychosocial Theory; Functional School and Functional Approach; Behavior Modification Approach; Problem Solving Approach; Crisis Intervention Approach; Eclectic Approach

READINGS:

1. Zofia,T.Butrym
   The Nature of Social Work
   MacMillan Press: London 1974
2. Mhetras,B.G.
   Understanding Social Case Work
   Mankal Talas: Bombay 1966
3. Skidmore,Rex A. et.al
   Introduction to Social Work
   Prentice Hall Inc: New Jersey 1974
4. Biestek,Felix P.
   The Case Work Relationship
   Unwin University Books: London 1987
5. Perlman,H.H.
   Social Case Work: A Problem Solving Process
   University of Chicago Press: Chicago 1957
6. Turner,F.
   Social Work Treatment
   New Your Press: New York 1974
7. Roberts,Robert; Robert,H.Nee
   Theories of Social Case Work
   The University of Chicago Press: Chicago
8. Encyclopaedia of Social Work in India
   Ministry of Welfare Publication Division GOI: New Delhi 1968

Maximum Marks - End-Semester: 70
Duration: $2^{1/2}$ hours

SWM-1011: CHILD AND WOMEN DEVELOPMENT

UNIT 1: CONTEXTUAL FRAMEWORK OF CHILD

Child Welfare: Concept and Significance; Needs of Children: Psychological, Social and Emotional; Children at Risk: Issues and Challenges; Rights of Child: National and International Initiatives

UNIT 2: WOMEN DEVELOPMENT

Status of Women: Historical and Contemporary Perspective; Crime Against Women; Feminist Approaches to Women Development; Women Empowerment: Definition, Meaning and Characteristics

UNIT 3: PROGRAMS AND POLICIES

Child Welfare Policies and Programmes; Social Work with Children: NGO Perspective; Protection of Women: Policies, Progammes and Legislations; Social Work with Women: NGO Perspective

READINGS

1. D. Jain (2006). Women, Development and the UN. Hyderabad: Orient Longman.
2. Digumarti Bhaskara Rao (2000). Status of Advancement of Women and other (ed.), New Delhi: APH Publishing Corporation.
3. Khan. Naseem Ahmad (2012). Empowerment of Women: Problems and Prospects, V.L. Media Solutions, New Delhi. (ISBN-978-93-80820-22-4).
4. H. Kumar and J. Verghese (2005). Women's Empowerment: Issues, Challenges and Strategies. New Delhi: Regency Publications.
5. H.C. Upadhyay (1991). Status of Women in India. New Delhi: Anmol Publication.
6. Hyde, C. (2008, April 240. Feminist Social Work Practice. The Encyclopedia of Social Work (20th Edition). New York: Oxford University Press.
7. J. Hanmer and D. Statham (1999). Women and Social Work. London: Macmillan Press Ltd.
8. Rekha Dayal (1987). Resource Book on Women's Development. New Delhi: SIDA.
9. Sonia Bathla (1998). Women, Democracy and the Media, New Delhi: Sage Publications.
10. Manreen O' Longhlin and Steve O' Longhlin (2nd Eds. 2005). Social Work with Children and Families. UK: Learning Matters Publications.

Maximum Marks - End-Semester: 70
Duration: $2^{1/2}$ hours

SWM-1012: POVERTY AND SUSTAINABLE LIVELIHOOD

UNIT 1: CONCEPTUAL FRAMEWORK OF POVERTY

Poverty: Basic Concepts; Rural-Urban Poverty: Causes and Current Status; Indicators and Measurement of Poverty; Initiatives for Poverty Reduction

UNIT 2: LIVELIHOOD

Livelihood Conceptual Analysis; Sustainable Livelihood Approaches; Livelihood Assets and Human Capabilities; Potential Areas: Farm based & Nonfarm, art & craft

UNIT 3: STRATEGIES AND INTERVENTIONS

Gender and Livelihood; Microfinance, SHG and Livelihood: Meaning and Concepts; Entrepreneurship Development; Flagship Programmes for Livelihood: NRLM, NULM, MNREGA

READINGS

1. Amartya Sen (2000). Development as Freedom. New Delhi: Oxford University Press.
2. H. Y. Siddiqui (2004). Social Development in Indian Subcontinent. Jaipur: Rawat Publications
3. J. Boschee (2001). The Social Enterprise Sourcebook. Minneapolis: Northland Institute.
4. Katar Singh (2009). Rural Development: Principles, Policies and Management (3rd ed). New Delhi. Sage Publications
5. Ruth Lister (2004). Poverty. Cambridge: Polity Press.
6. Perpetua Katepa, (2005) Sustainable Livelihood Approaches in Operation: A Gender Perspective, International Associates for Development.
7. Phansalkar,(2003) Livelihoods: Promoting Livelihood Enhancement, Mumbai: Sir Dorabji Tata Trust.
8. VasanT Desai (2008). Small Scale Industries and Entrepreneurship. New Delhi: Himalaya Publishing House.
9. J. Dreze & Amartya Sen. (1989). Hunger and Public Action. Oxford: Oxford University Press
10. Katar Singh (2009). Rural Development : Principles, Policies and Management (3rd ed). New Delhi. Sage Publications

Maximum Marks – End-Semester: 70
Duration: 2¹ᐟ² hours

SWM-2001: SOCIAL GROUP WORK

UNIT-1: INTRODUCTION TO SOCIAL GROUP WORK

Social Groups: Characteristics, Types and Factors influencing group formation; Social Group Work: Concept, Definitions and Importance; Historical Evolution of Social Group Work; Theories of Group Work; Values in Social Group Work; Principles of Social Group Work; Models of Group Work: Social Goal Model, Remedial Model, Reciprocal Model.

UNIT-2: GROUP PROCESSES AND GROUP DYNAMICS

Group Dynamics: Communication and Interaction Patterns, Group Cohesion, Social Control, Group Culture; Group Leadership and Power; Decision Making and Problem Solving Process; Stages of Group Development; Forming, Storming, Norming, Performing and Adjourning.

UNIT-3: SKILLS AND TECHNIQUES OF SOCIAL GROUP WORK

Techniques of Social Group Work; Skills of Social Group Work; Program Planning and Development; Therapeutic Approach to Social Group Work: Transactional Analysis, Group Therapy, T. Groups, Gestalt Therapy; Record Writing, Monitoring and Evaluation; Group Work Practice in Diverse Settings.

READINGS

Books:
1. David Capuzzi, Douglas R. Gross & Mark D. Stauffer. *Introduction To Group Work*. Rawat Publications, 2010.
2. Gisela Konopka. *Social Group Work: A Helping Process*. Prentice Hall, 1963.
3. H. Y. Siddiqui. *Group Work: Theories and Practices*. Rawat Publications: New Delhi, 2008.
4. Harleigh B. Trecker. *Social Group Work: Principles and Practices*. Association Press: New York. 1948.
5. Helen Northern & Roselle Kurland. *Social Work with Groups*. Columbia University Press: New York, 2001.
6. Lupe Alle-Corliss & Randall Alle-Corliss. *Group Work: A Practical Guide to Developing Groups in Agency Settings*. John Wiley & Sons, INC., 2009.
7. NASW. *Encyclopedia of Social Work*. NASW Press and Oxford University Press, 2008.
8. Philip Brownell. *Gestalt Therapy: A Guide to Contemporary Practice*. Springer Publications: New York, 2010.
9. Ronald W. Toseland & Robert F. Rivas. *An Introduction To Group Work Practice*. Pearson (8th Edition), 2017.
10. Thomas A. Harris. *I'm Ok, You're Ok*. Arrow Books, 1995.

Journal Articles, Reports and Other Documents:
11. Bruce W. Tuckman. *Developmental Sequence in Small Groups*. Psychological Bulletin. Vol. 63, No. 6, 384-399, 1965.
12. Bruce W. Tuckman & Mary Ann C. Jensen. *Stages of Small-Group Development Revisited*. Group and Organisation Management. Volume: 2 issue: 4, page(s): 419-427, 1977.
13. Catherine P. Papell and Beulah Rothman. *Social Group Work Models: Possession and Heritage*. Journal of Education for Social Work, Vol. 2, No. 2 , pp. 66-77, 1966.
14. Urania Glassman & Len Kates. *Techniques of Social Group Work*, Social Work with Groups, 9:1, 9-38, 1986.

MSW II SEMESTER UNDER CBCS

Maximum Marks – End Semester: 60
Duration: 2 hours

SWM-2002: COMMUNITY ORGANISATION, COMMUNITY WORK AND SOCIAL ACTION

UNIT 1: COMMUNITY WORK

Concept and Relevance of Community in Social Work: Community Work: Definition, Nature, Scope and Objectives; Process of Community Work; Relationship between Community Work, Community Organization and Community Development; Networking and Coordination: Rational, Meaning and Scope; Role of Community Worker

UNIT 2: COMMUNITY ORGANIZATION

Community Organization: Definition, Concept, Nature and Scope; Steps in Community Organization: Study, Analysis, Assessment, Organization, Action, Monitoring and Evaluation; Basic Assumptions and Objectives of Community Organization; Principles and Skills of Community Organization; Approaches; Models of Community Organization; Strategies of Community Organization; People's Participation

UNIT 3: SOCIAL ACTION

Concept, Objectives and Scope; Evolution of Social Action in India; Social Action, Social Reform and Relationship with other Methods of Social Work; Principles of Social Action; Tactics and Methods of Social Action; Models of Social Action; Intervention of NGOs;

READINGS

1. Siddiqui. H.Y. Working with Communities Hira publications: New Delhi 1997
2. Ross. M.G. Communit Organisation Harper Press: New York 1955
3. Batten. T.R. Communities and their Development Oxford Pub: London 1964
4. Mukherji. B Community development in India Orient Longman: New delhi 1960
5. Gangrade. K.D. Community Organisation in India Popular prakash: Bombay 1971
6. Dubois. Bendra; Miley.K.K. Social Work-An Empowering Profession Allyn & Bacon Pub: Boston 1992
7. Siddiqui. H.Y. Social Work & Social Action Har Nam Publication: New Delhi 1984
8. Pilling. Stephen Rehabilitation and Community care routledge: London 1991

Maximum Marks – End Semester: 60
Duration: 2 hours

SWM-2003: SOCIAL WORK RESEARCH

UNIT 1: BASICS OF RESEARCH

Social Work Research- Meaning, Purposes and Scope; Research Process- Qualitative and Quantitative Research; Hypothesis-Meaning, Attributes and Type of Hypotheses; Theory Construction-Meaning, Inductive and Deductive

UNIT 2: RESEARCH PROCEDURES

Research Design-Meaning and Importance; Types of Research Design; Strategies used for Research: Survey, Case Studies, Content Analysis, Historical Analysis; Sampling: Meaning, Types and Utility; Sources of Data: Primary and Secondary; Participant Observation; Questionnaire, Schedule and Interview; Scaling

UNIT 3: PARTICIPATORY RESEARCH

PRA/PLA: Concept and Historical Development; Social Resource Mapping And Chapati Diagram; Seasonality Diagram and Trend Analysis; Perceptual Mapping

READINGS

1. Alston, Margaret and Bowles, Wendy Research for Social Workers Rout ledge: London 2003
2. Das, D.K. Lal Practice of Social research- Social Work Perspective Rawat Publication; Jaipur 2000
3. Goode, W. and Hatt, P. Methods in Social Research McGraw Hill; New York 1962 (Unit,I,II&III)
4. Blaikie, Norman Designing Social Research Policy Press: Cambridge 2000 (Acc No. 4713) (Unit II)
5. Wilkinson, T.S and Bhandarker, P.L Methodology and Techniques of Social Research Himalaya Publishing House Bomay 1986 (Acc No. 4152) (Unit I, II& III)
6. Young, P.V. Scientific Social Surveys and Research Prentice Hall Inc: Englewoodcliffs 1966 (Acc No. 2219)
7. Mukheeriji, Neela Participatory Rural Appraisal: Methodology & Applications Concepts Publishing Company: New Delhi 1994 (Acc No. 4428) (Unit IV)
8. Elhance, D.N. Fundamentals of Statistics 1956 (Acc No. 37430 (Unit V)
9. Encyclopaedia of Social Work in India Publication Division GOI. New Delhi 1968 (Acc No.4419) Vol.II Pg 348-352 Social Work research

Maximum Marks –End Semester: 70
Duration: $2^{1/2}$ hours

SWM- 2004: SOCIAL JUSTICE, HUMAN RIGHTS AND SOCIAL WELFARE IN INDIA

UNIT 1: SOCIAL JUSTICE, HUMAN RIGHTS AND CONSTITUTIONAL RIGHTS

Social Justice: Concepts, Concerns and Issues; Social Injustice and Mandate for Social Justice; Role of Social Worker in Promoting Social Justice; Human Rights and Universal Declaration of Human Rights; Human Rights and Right to Welfare; Constitutional Rights: Fundamental Rights; Directive Principles of State Policy

UNIT 2: SOCIAL WELFARE AND SOCIAL LEGISLATIONS - I

Nature and Scope of Social Welfare; Concept of Welfare State; Social Welfare and Social Legislations in India; Social Welfare and Five Year Plans; Bonded Labour Abolition Act, 1976; Equal Remuneration Act, 1976

UNIT 3: SOCIAL WELFARE AND SOCIAL LEGISLATIONS -II

Persons with Disabilities Act, 1995; The Juvenile Justice (Care & Protection of Children) Act, 2000; Inter- State Migrant Workmen Act, 1979; SC & ST (Prevention of Atrocities) Act, 1989; Consumer Protection Act, 1986; Child Labour (Regulation & Prohibition) Act, 1986

READINGS:

1. Saksena. K.P. (Edited) Human Rights- Fifty year of Independence Gyan Publication Houses. New Delhi 1999
2. Friedlander, Walter A Introduction to Social Welfare Prentice Hall Ltd: New Delhi 1961
3. Shukla, V.N. Constitution of India Eastern Book Company: Lucknow 1995
4. Dubois, Brenda and Miley, K.K. Social Work-An Empowering Profession Allyn & Bacon Pub: Boston 1992
5. Plant, Raymond et.al Political Philosophy and Social Welfare Routledge & Kegan Paul: London 1980
6. Timms, Noel (Eidited) Social Welfare: Why & How? Routledge & Kegan Paul: London
7. Diwan, Paras and Diwan, Peeyushi. Human Right and Law Deep & Deep Publication; New Delhi 1996
8. Gangrade, K.D. Social Legislation in India Concepts Publishing In India Concept Publishing Co. New Delhi 1978 Vol. I & II
9. Encyclopaedia of Social Work in India Publication Division GOI: New Delhi 1968 Vol.II

MSW II SEMESTER UNDER CBCS
(ELECTIVE COURSE-II)

Maximum Marks - End-Semester: 70
Duration: $2^{1/2}$ hours

SWM-2012: ECOLOGY, ENVIRONMENT AND SOCIAL WORK

UNIT 1: CONCEPTUAL FRAMEWORK OF ENVIRONMENT AND ECOLOGY

Ecology, Environment and Society: Concept and their linkages. Environment and Society: Changing patterns- from survival needs to emerging consumerism. Development Processes and their impact on Environment. Climate Change and Global Warming

UNIT 2: ENVIRONMENTAL ISSUES & CONCERNS

Environmental Issues and degradation: water, air, forests and wildlife resources and environmental problems pertaining to them. Construction of Dams and its consequences: displacement, relocation and rehabilitation. Deforestation and Ecological Imbalance.

UNIT 3: ENVIRONMENTAL PROTECTION & SOCIAL MOVEMENTS

Chipko Movement, Save Forests Movement, Narmada Bachao Andolan, Environment Protection: Forest Conservation Act; Environment Protection Act; Water (Prevention and Control of Pollution) Act; Air (Prevention and Control of Pollution) Act. Social Work intervention in the management, protection and promotion of the environment.

READINGS

1. Aggarwal, A. & Narain, S. 1989 Towards Green Villages: A strategy for Environmentally Sound and Participatory Rural Development. New Delhi: Centre for Science and Environment.
2. Arnold, J.E.M., & Stewart, W.C. 1991 Common Property Resource Management in India. London: Oxford Forestry Institute.
3. Guha , R. 1991 The Unquiet Woods: Ecological Change and Peasant Resistance in the Himalaya. Delhi: OxfordUniversity Press.
4. Hoff, M.D. & Mc Nutt, J.G. 1992 The Global Environmental Crisis: Implications for Social Welfareand Social Work. Hong Kong: Avebury, Aldershot and Brookfield.--
5. Arnold, David and Ramchandra Guha (eds.), Nature, Culture, Imperialism;Essays on the Environmental History of South Asia, Delhi, OUP, 1999
6. Centre or Science and Environment, The State of India's Environment: the Citizens Reports Vol. I-IV, New Delhi.
7. Chopra Ravi, Natural Bounty-Artificial Scarcity, Peoples Science Institute (PSI),Dehradun.
8. Dansereau, Pierre, The Human Predicament 1. The Dimensions of Environmental quality in Human Ecology in the Common Wealth Proceedings of the First Common Wealth Conference on Development and Human Ecology, Malta 18-24. London, Charles Knight and Co. Ltd. P.1.
9. Coates, J. 2004. Ecology & Social Work: Towards a New Paradigm. New York: Paul Company Public Consortium.

Maximum Marks - End-Semester: 70
Duration: 2$^{1/2}$ hours

SWM-3001: SOCIAL POLICY AND PLANNING

UNIT-1: SOCIAL POLICY – A CONCEPTUAL FRAMEWORK

Social Policy: Concept, Objectives and Scope; Distinction between Social and Economic Policies; Values underlying Social Policy; Principles of Social Policy; Sources of Social Policy: Directive Principles, Fundamental Rights and Human Rights

UNIT-2: SOCIAL POLICY FORMULATION & REVIEW OF MAJOR SOCIAL POLICIES

Approaches to Social Policy: Sectoral, Cross-Sectoral and Convergence; Process of Social Policy Formulation; Role of Interest Group; Role of Professional Social Workers; Reviewing Social Policies on Education, Health, Housing and Environment

UNIT-3: SOCIAL PLANNING AND WELFARE IN INDIA

Social Planning: Concept, Principles and Scope; Sources of Planning: Constitution, Planning Commission and National Development Council; Decentralized Planning: Panchayati Raj; Welfare of Children, Women, Youth, Aged and Minorities in India

READINGS

1. India 2016
   Ministry of Information and
   Broadcasting Publications
   Division GoI: New Delhi
2. Jacob, K.K.
   Social Policy in India
   Hemanshu Publications: Udaipur 1989
3. Dubois, Bendra; Miley, K.K.
   Social Work-An Empowering
   ProfessionAllyn & Bacon: Boston 1992
4. Culpitt, Ian
   Social Policy & Risk
   Sage Publication Ltd.: London 1999
5. Bulmer, Martin (Edited) Social Policy
   Research Macmillan Ltd.: London
   1978

6. Bean, Philip (Edited)
   Approaches to Welfare
   Routledge & Kegan Paul: London
   1983
7. Madan, G.R.
   Welfare State and Problems of
   Democratic Planning
   Allied Publications: Bombay 1972
8. Kulkarni, P.D.
   Social Policy in India
   ASSWI: Madras 1979
9. Encyclopaedia of Social Work in
   India Publication Division GOI:
   New Delhi 1968

Maximum Marks - End-Semester: 70
Duration: 2¹ᐟ² hours

SWM-3002:   SOCIAL DEVELOPMENT IN INDIA

UNIT - 1: DEVELOPMENT: CONCEPT, THEORIES AND MODELS

Current Debates on Development; Development indicators; Social Development and Social Work; Strategies and Ideologies of Development; Theories of Development; Models of Development: Growth Model, Marxian and Dependency Models; Gandhian Model

UNIT -2: CONTEMPORARY SOCIAL MOVEMENTS AND SOCIAL DEVELOPMENT IN INDIA

Social Movements, Social Capital, Civil Society and Social Development; Technology, Displacement and Development; Role of NGOs in Social Development; Theories of Social Development: Social Evolution, Sanskritization, Westernization and Modernization; Social Development in India in Pre- and Post Independence Phase; Current Government Programmes and Social Development

UNIT -3: SUSTAINABLE DEVELOPMENT

Sustainable Development: Concept Issues and Perspectives; Global Efforts for Human Development and Human Development Index; Globalization and Sustainability; Impact and Issue of Sustainable Social Development in India; Neo-Political Economy and Sustainable Development

READINGS

1. Srivastava,S.P.
   The Development Debate
   Rawat Publications: Jaipur 1998
2. Kulkarni,P.D.
   Social Policy in India
   ASSWI: Madras 1979
3. Chowdhry,D.Paul
   Profile of Social Welfare and
   Development in India
   M.N. Pub. & Distributors: New Delhi
   1985
4. Bedi,M.S.
   Social Development & Social Work
   Himanshu Publications: Udaipur 1994
5. Different Theories and Practices of
   Development
   UNESCO 1982
6. Mehta,S.R.
   Poverty, Population and Sustainable
   Development Rawat Publications: Jaipur
   1997
7. Kapoor,A.K.& Singh,Dharmavir
   Rural Development Through NGOs
   Rawat Publications: Jaipur 1997
8. Thudipara,Jacob.Z.
   Urban Community Development
   Rawat Publications: Jaipur 1993
9. Nagpaul,Hans
   Social Work in Urban India
   Rawat Publications: Jaipur 1996
10. Dalal,K.L. (Edited)
    Human Development
    HarAnand Publication: New Delhi 1991
11. Iyer,K.Gopal
    Sustainable Development
    Vikas Publishing House: New Delhi
    1996
12. Human Development Report,
    UNDP: 2001

Maximum Marks - End-Semester: 70
Duration: 2$^{1/2}$ hours

SWM-3003: MANAGEMENT OF DEVELOPMENT AND WELFARE SERVICES IN INDIA

UNIT- 1: SOCIAL WELFARE AND FINANCIAL ADMINISTRATION

Social Welfare Administration: Meaning, Concept, Principles & Functions; Organisation: Meaning, Nature and Design; Decision making; Coordination; Budgeting and Fund Raising

UNIT-2 REGISTRATION AND MANAGEMENT OF SOCIAL SERVICE ORGANISATIONS

Societies (Registration) Act, 1860; Indian Trust Act, 1882-Registration of a Trust, Duties and Liabilities of Trustees; Foreign Contribution Regulation Act, 1976; The Cooperative Societies Act, 1912

UNIT-3: RETHINKING COMMUNICATION AND PUBLIC RELATIONS

Communication–Meaning, Functions, Models and Communication Tools; Public Relations: Needs and Importance in Organization; Media Relations and Publicity; Awareness Advertising; Social Marketing

READINGS

1. Chowdhry,D.Paul
   Social Welfare Administration
   Atma Ram & Sons: Delhi 1962
2. Goel S.L; Jain,R.K.
   Social Welfare Administration Vol. 2
   Deep & Deep Publications: New Delhi 1998
3. Bean,Philip (Edited)
   Approaches to Welfare
   Routledge & Kegan Paul: London 1983
4. Khan,R.L.
   Social Administration in India
   Mohira Capital Publishers: Chandigarh 1970
5. Prasad,Rajeswar
   Social Administration
   Shree Publishing House: Delhi 1982
6. Fernando, Fr. Emmanuel S. Project From Problems
   St. Xavier's Church: Mumbai 1998
7. Hart,Roderick P. et.al
   Public Communications
   Harper & Row Publishers: New York 1975
8. Dale,Reidar
   Evaluation Frame Works for Development Programmes and Projects
    Sage Publications: New York 1998
9. Encyclopaedia of Social Work in India
   Publication Division GOI: New Delhi 1968

Maximum Marks - End-Semester: 70
Duration: 2$^{1/2}$ hours

SWM-3004: SOCIAL RESEARCH PRACTICE: PROJECT FORMULATION & EVALUATION

UNIT-1 PROBLEM SELECTION & PROJECT PROPOSAL PLANNING

Steps in Problem Selection; Problem Identification; Problem Formulation; Social Research in Selection of a Problem; Strategies in Problem Selection; Policy Making and Planning; Steps in Policy Determination and Principles of Policy Making

UNIT-2 PROJECT PROPOSAL MECHANICS

Project Proposal-Approaches of Problem Solving & Identification of Needs; Techniques to Develop Community Programme; Mechanics and Coverage in Project Proposal; Model Project Proposal; Check List

UNIT-3 MONITORING & EVALUATION

Basic Aims of Evaluation; Project Evaluation and Role of Project Evaluation; Monitoring and Evaluation-Mid-term & Ex-post Evaluation; Hierarchy of Objectives; Characteristics of Good Appraisal System

READINGS

1. Fernando, Fr. Emmanuel S. Project From Problems St. Xavier's Church: Mumbai 1998
2. Dale,Reidar
   Evaluation Frame Works for Development Programmes and Projects
   Sage Publications Ltd.: New Delhi 1998
3. Elhance,D.N.
   Fundamentals of Statistics
   1956
4. Chandra,Rajan et.al
   Modern Computer Architecture
   Galghotia Publications Ltd.: New Delhi 1995
5. Rajarama,V.
   Fundamentals of Computer
   Prentice-Hall: New Delhi 1994
6. Sussams,John E.
   How to Write Effective Reports
   Gower Publishing Company Ltd.: Hants 1963
7. Saxen, T.P; Chandra, A.
   Style Manual Papers in Social Sciences
   Metropalitan Book Co.: Pvt. Ltd.: New Delhi 1997

CP4.1 SOCIAL POLICY, PLANNING FOR SOCIAL DEVELOPMENT

CHAPTER-I: CONCEPT OF SOCIAL POLICY

1. **Concept, meaning and importance of a policy**
2. **Social Policy**
   a. definition, meaning
   b. importance and scope
   c. important concepts: - i) welfare statism, ii) re-distribution,
                               iii) democracy and accountability
   d. Policy formulation: -   i) procedure, ii)important machinery
                              (Planning commission, Legislature, Executive)

CHAPTER-II: SOCIAL POLICY AND ECONOMIC POLICY

1. Distinction between social policy and economic policy
2. Objectives and scope of social policy
3. Evaluation of social policy in India
4. Approaches to social policy: unified approach, integrated approach, sectoral approach

CHAPTER-III: SOCIAL AND DEVELOPMENT PLANNING

1. Concept of social and development planning
2. Scope of social planning
3. Linkage between social policy and planning
4. Role of social worker in policy formulation and planning
5. Social development as a process of change
6. Concept of social development- approaches to development
7. Concept of alternative development paths and scenarios

CHAPTER-IV: IMPORTANT SOCIAL POLICIES IN INDIA *{to include relevant socio-political-economic concepts and field realities}*

1 .Children's Policy in India

   a. Important components in the policy
   b. Important components from the UNCRC
   c. Efforts, schemes, projects and programmes as per NFYPs
   d. Legal standpoint:-i) Juvenile Justice (Care & Protection) Act 2003,
                         ii) IPC (special reference to sec.377 & CSA),
                         iii) Child Labour (Restraint & Prevention) Act,
                         iv) Child Marriage (Restraint & Prevention) Act
   e. Issues and perspectives:- i) Education, ii) Health, iii) Violation, iv) Disability
   f. Critical review of Governmental & Non-governmental efforts

2.Health Policy in India

   a. Important components of the policy
   b. WHO & Health ministry
   c. Govt. Health Services Machinery
   d. Social perspectives and Communicable diseases (to include HIV/AIDS, Polio, TB)
   e. Issues:-i) Health & Human Rights, ii) Preventive v/s
             curative practices/services/programmes,

iii) Indigenous / colloquial practices v/s Global practices,
iv) Health & gender, v) Community health
f. Mental Health
g. Critical review of governmental and non-governmental efforts

3. National Education Policy

a. Important components of the policy
b. UNICEF, Education Ministry and Ministry of HRD
c. Fundamental rights and Education
d. Directive Principles and Education
e. Issues:-i) Access to education,
ii) Amenities, infrastructure and resources,
iii) Literacy v/s Education,
iv) Employment v/s Education,
v) Education & Migration (Immigration, Emigration)

4. Welfare of Weaker Sections Policy in India

a. Important components of the policy
b. Identifying and defining weaker sections
c. Ministry of HRD, Social Justice & empowerment and the weaker sections
d. Concept, importance and implementation of the Reservation Policy in India
e. Legal standpoint:-i) Atrocities Prevention Act
ii) Welfare of SC/STs Act
f. Issues and perspectives:- i) Education, ii) access to health, iii)Employment,
iv) Social-re-integration, v) 'Positive iscrimination'
g. Critical review of Government and Non-governmental efforts

CHAPTER –V: SOCIAL DEVELOPMENT

a. Meaning and concept of development
b. Theories and perspectives:-i) economic, ii)socio-cultural, iii)political, iv) legal
c. Sustainable development v/s Economic Progress
d. Parameters to evaluate development
e. Social Policies and Social Development

CHAPTER- VI: CONTEMPORARY EFFORTS FOR SOCIAL DEVELOPMENT

1. Rights based approach

a. Rights' based approach v/s welfare approach
b. Volunteerism v/s rights' based approach v/s Welfare statism
c. Rights of the disabled
d. Rights of Accused
e. Educational and Employment rights for the: HIV+, Disabled
f. Labour Rights: domestic workers, waste & rag pickers, construction-site workers

2. Media Advocacy
3. Accountable Governance
4. Environmental movements
5. Corporate Social Responsibility

CP 4.2: SOCIAL WELFARE ADMINISTRATION AND MANAGEMENT

Objectives:

1. To understand the administration of welfare organizations and NGOs
2. To understand the scope for social work in welfare organizations and NGO's
3. To impart contemporary management theory applicable to social work practice

CHAPTER-I: SOCIAL WELFARE ADMINISTRATION

1. Definition, public administration and social administration
2. Principles and functions of administration
3. Concept and components of administration(POSDCORD)

CHAPTER-II: SOCIAL WELFARE ORGANIZATIONS

1. Concept and definition of organization
2. Contents of an organization (line and staff function)
3. Main features of organization
4. Role of Government in social welfare, municipal corporation and NGOs in planned development

CHAPTER-III: REGISTRATION PROCEDURE

1. Registration, constitution and by-laws of voluntary organization
2. Procedure for registration of an agency
3. Advantages of registration

CHAPTER-III: GOVERNANCE

1. Definition, importance and principles of governance
2. Social services and social welfare services
3. Social welfare administration at the state (SSWAB) and central social welfare board (CSWB), functions and main welfare programs

CHAPTER-SV: FINANCIAL ADMINISTRATION

1. Methods and fund raising
2. Community resource mobilization
3. Grants in aid form
4. State, central Govt. and local bodies
5. Concept of Zero based budget
6. Concept of Social Audit

CHAPTER-VI: MANAGEMENT OF HUMAN RESOURCE ORGANIZATION

1. Requirement and selection
2. Allocation of responsibilities and team building
3. Constituents of social welfare organisation viz general body
4. Committees – principles and functions of effective committee

CD 4.1 DEVELOPMENT AND WELFARE OF WEAKER SECTION

Objectives:

1. Understand the meaning and concept of weaker section
2. Develop knowledge about different policies and programs for weaker section
3. Understand the problems of integration with wider society

CHAPTER-I: WEAKER SECTIONS

1. Meaning, criteria and classification
2. SC, ST, OBC, agriculture labour , unorganized labour, women and child

CHAPTER-II: SOCIAL INEQUALITY IN INDIA

1. Nature and consequences in different cultures i.e. Tribal, Rural and Urban communities

CHAPTER-III: WELFARE OF WEAKER SECTION

1. Welfare of SC, ST, OBC
2. Social and economic status of SC, ST, OBC
3. Problems faced by the weaker section
4. Government policy and welfare programmes during the Five Year Plan

CHAPTER-IV: TRIBAL SITUATION IN INDIA

1. Constitutional provisions and safeguards
2. Legislation to abolish untouchability and caste disabilities
3. Problems faced by tribal community

CHAPTER-V: PLANNING STRATEGY FOR THE DEVELOPMENT OF WEAKER SECTION

1. Reservation policy of seats in the legislature, services and educational institutions
2. Government and non-government agencies working for their welfare and development critical review

CHAPTER-VI: ROLE AND FUNCTIONS OF THE SOCIAL WORKER IN THE AREA OF WELFARE AND DEVELOPMENT OF UNDERPRIVILEGED GROUPS

CD 4.2 COMMUNITY PROJECT- PLANNING AND MANAGEMENT

Objectives:

1. To understand the recent trends in community development projects
2. To build the planning and management skills of learner
3. To develop the writing skill of learner
4. To reveal the implementation tactics in learner

CHAPTER-I: RECENT TRENDS IN COMMUNITY DEVELPOMENT

1. Recent trends in community development
2. Expectations of National and International agencies from development professionals
3. Use of management tools and techniques in community development
4. Project management
   a) Difference between a program and a project
   b) Meaning of project cycle
   c) Steps in project cycle

CHAPTER-II: TECHNIQUES OF PROJECT PLANNING, DESIGNING AND MANAGEMENT

1. Objective oriented project planning
2. European union's project cycle management

CHAPTER-III: RESOURCES MANAGEMENT FOR COMMUNITY DEVELOPMENT PROGRAMS

1. Resource management – concept, meaning, importance and elements
2. Types of resources- human, material and financial resources
3. Leadership in resource management
4. Government organization and resource management

CHAPTER-IV: PROFESSIONAL SKILLS FOR DEVELOPMENT FUNCTIONARIES

1. Project appraisal
2. Monitoring and evaluation
3. Communication skill
4. Documentation skill
5. Organization skill

CHAPTER-V: DEVELOPING PROJECT PROPOSALS

1. Developing project proposals (concept wise, need base)
2. Writing a project proposal (at least and formats)

CD 4.3 GOVERNMENT AND VOLUNTARY EFFORTS FOR URBAN, RURAL AND TRIBAL DEVELOPMENT

Objectives:

1. Understand the policies and programmes for community development
2. Develop knowledge about policy formation and implementation

CHAPTER-I: IDEOLOGY OF COMMUNITY DEVELOPMENT

1. Emergence / genesis of community development programmes
2. Goals of community development
3. Fields of community development
4. Barriers in development process

CHAPTER-II: RURAL COMMUNITY DEVELOPMENT PROGRAMMES

1. Integrated Rural Development Programme (IRDP)
2. Integrated Waste and development Programme (IWDP)
3. Draught Prone Area Programme (DPAP)
4. Desert Development Programme (DDP)
5. Rural Water Supply and Sanitation Programme (RWSSP)
6. Rural Employment Programmes for Poverty Alleviation

CHAPTER-III: RURAL COMMUNITY DEVELOPMENT SCEMES

1. Sampoorna Grameen Rojgar Yojana (SGRY)
2. Pradhan Mantri Gram Sadak Yojana (PMGSY)
3. National Rural Employment Gaurntee Scheme (NREGS)
4. Rural Housing (RH)
5. Swarnajayanti Gram Swarojgar Yojana (SGSY)
6. Development of Women and Children in Rural Area (DWCRA)
7. Training of Rural Youth for Self Employment (TRYSEM)
8. Maharashtra Rojagar Hami Yojana

CHAPTER-IV: POLICIES AND PROGRAMMES FOR URBAN COMMUNITY DEVELOPMENT

1. Policies related to urban slums
2. Policies related to urban development
3. Government program for women empowerment, child welfare, public health programs and poverty alleviation programs
4. Urban development schemes-
   a) Jawaharlal Neharu National Urban Renewal Mission (JNNURM)
   b) Swarn Jayanti Shahari Rozgar Yojana (SJSRY)
5. Educational schemes
6. Schemes for handicapped
7. Social schemes

CHAPTER-V: POLICIES AND PROGRAMS FOR TRIBAL DEVELOPMENT

1. Tribal development policy-2004
2. Concept of integrated development and tribal sub-plan
3. Approaches to tribal development- right based welfare, development and empowerment
4. Programs for tribal development
5. Schemes of tribal development corporation

CHAPTER-VI: ROLE AND FUNCTIONS OF THE SOCIAL WORKER

1. Role of the social worker in formulation and implementation of policies and programs for rural, urban and tribal community development

FC4.1EMERGING TRENDS IN THE FIELD OF NGO'S, TRAINING AND ADVOCACY

Learner objectives

1. Understand the relevance of training, advocacy in the context of changes in the field of ngo management and administration
2. Understand methods and techniques of ngo management
3. Skill of using different evaluation techniques for the development of field projects, schemes

CHAPTER –I NGO AS A THIRD SECTOR OF DEVELOPMENT

1. Nature, characteristics and functions of Ngo's as third sector of development
2. Critical review of Ngo's and social development

CHAPTER- II ADMINISTRATION OF NGO

1. Administrative setup of charity commissioner at state and district level

2. Vision, Mission, Objectives, Functions, system and procedures at each level

3. Administration of ngo

4. Administration of residential organization, Orphanages and other charitable

   Trust, homes supervision and control Act, 1960

5. Administration of community based organizations (CBO's) and community development
6. Non- institutional set ups

CHAPTER- III NGO MANAGEMENT

1. Co-ordination system (management trustee, staff, stake holders and other organization
2. Supervision- concept, objectives, principles and types of supervision
3. Monitoring- concept, principles, and techniques, systems of documentation in monitoring
4. Evaluation
5. Staff/Human resource Development- Policy and practices, manpower, planning, meeting, appraisal system etc.

CHAPTER- V TRAINING OF PERSONNEL IN NGO WORKING FAMILY AND CHILD WELFARE

1. Need for training, types of adult learning
2. Training cycle
3. Designing contents, implementation and evaluation of training for various levels of personnel
4. Types of Training- Participatory training mythology , tools and techniques
5. Qualities and skills required for trainer

CHAPTER- VI ADVOCACY

1. Concept , campaigns and role in the field of family and child development
2. Challenges in Advocacy
3. Strategies for advocacy, importance of media and internet in advocacy
4. Networks in the field of family and child development and its use at national, state and local levels
5. Role of public interest litigation, court judgments, national human rights commission and other commissions

FC4.2 WORK WITH SPECIAL GROUPS SYLLBUS

PART I

I Concept & Definition of Special Groups

Special Groups in the context of deprivation

Causes of deprivation – genetic, physical, economic, psychological, social,
 Cultural

The nature of vulnerability of Special Groups

II **Classification of Special Groups**

Children – destitute, delinquent, marginalized, exploited,
victimized, abandoned, homeless, orphans, handicapped and
disabled

Youth -   ''
Adults -   ''
Aged-   ''
Families of the convicted   ''
Families affected by HIV/AIDS   ''
Chronic & Acute illnesses   ''

III A Historical perspective on support, treatment, ameliorative services and

rehabilitation for special groups and society's responsibilities towards these

groups

IV The Constitution, the State and Special Groups – Constitutional provisions, policy

directives, legal provisions etc

V   The contribution of governmental machinery, voluntary organizations and international agencies in the process of prevention of disability, identification of persons with special needs, provision of support and services, main-streaming and assimilation of special groups in society

PART II

VI **Identification of special groups, assessment of their needs** in the context of

developing programmes and services for treatment, care, support, rehabilitation

and development of special groups.

Understanding the societal aspect of vulnerability of special groups and

developing strategies for early identification and intervention for vulnerable

persons and groups

VII Review of the existing organized and unorganized services and programmes for various special groups and utilization of these services

VIII Development of social work intervention programmes and strategies for the

rehabilitation and development of vulnerable special groups – promoting

intervention for mainstreaming special groups and promoting self help

IX The human rights perspective and special groups   - a case for advocacy and

out-reach programmes

FC4.3 Gerontology

CHAPTER –I Concept of population Ageing-

A) Basic concepts in Gerontology, characteristics of population ageing, determinants of population ageing, demographic transition, demographic consequences.
B) Roles, power and status of older persons-
Historical norms and practices in different cultural, urban/rural, tribal, age and gender context.

CHAPTER –II . Older persons and Family-

A) Changing role and relation of older person with parents ,spouse, children, children –in-laws grandchildren and others.
B) Issues of division of property, housing and social security.
C) Issues of neglect, abuse, violence and abandonment
D) Intervention needs – raising family awareness and family bereavement counseling

CHAPTER –III Health of older persons –

A) Longevity and physical health (ill health, disabilities, care giving), mental , emotional and spiritual health, sexuality in old age.
B) Review of health policies and policies for disabled and their implementation with references to older persons.
C) Health intervention:
Periodical check up, information and awareness about prevention of problems , recreation and creative art programs ,spiritual discourses, counseling, physical aids and access to geriatric treatment.

CHAPTER –IV Older persons and livelihood-

A) Work participation of older persons in the organized and unorganized sectors, economic situation of older persons, age related policies and laws for education, employment , retirement ,social security and pensions.
B) Intervention needs: retirement planning, promoting savings, investments, training and opportunities for income generation, employment exchange and sponsorship   programmes .

CHAPTER –V Policy legislation and schemes for Older persons :

A) 2010 Review of National policy for older persons (1999)

B) Schemes for the welfare of the aged, Institutional care, day care and mobile medicare units ,Laws affecting older persons policy and plans for the older persons

CHAPTER –VI Developmental Programmes for Ageing

A) Development Programmes for preparation for Old Age
B) Retirement planning
C) Programmes for preparation for understanding death and bereavement
D) Raising family and community awareness about ageing and death