

**UNIVERSITY OF RAJASTHAN,**  
**JAIPUR**

~~M.A./M.SC./M.COM~~

(M.S.W)


**2013-2014 (PREVIOUS)-I/II SEMESTER**

**2014-2015 (FINAL)- III/IV SEMESTER**

Prepared by

  
7/9.

Checked by

  
11/9

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M.S.W 2013-2015

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5.9	95	3.9	59	1.9	37.8
5.8	90	3.8	58	1.8	36.6
5.7	85	3.7	57	1.7	35.4
5.6	80	3.6	56	1.6	34.2
5.5	75	3.5	55	1.5	33
5.4	74	3.4	54	1.4	32.2
5.3	73	3.3	53	1.3	31.4
5.2	72	3.2	52	1.2	30.6
5.1	71	3.1	51	1.1	29.8
5	70	3	50	1	29
4.9	69	2.9	49	0.9	28.2
4.8	68	2.8	48	0.8	27.4
4.7	67	2.7	47	0.7	26.6
4.6	66	2.6	46	0.6	25.8
4.5	65	2.5	45	0.5	25
4.4	64	2.4	43.8	0.4	20
4.3	63	2.3	42.6	0.3	15
4.2	62	2.2	41.4	0.2	10
4.1	61	2.1	40.2	0.1	5

The enhancement of CGPA by 0.01 will enhance percentage as given below:

Grade	SGPA or CGPA	Percentage enhancement on 0.01 CGPA enhancement
O	5.50 to 6.00	0.5
A	4.50 to 5.49	0.1
B	3.50 to 4.49	0.1
C	2.50 to 3.49	0.1
D	1.50 to 2.49	0.12
E	0.50 to 1.49	0.08
F	0.00 to 0.49	0.5

For example (i) CGPA of 5.73 is equivalent to 86.5%, (ii) CGPA of 5.12 is equivalent to 71.2%, (iii) CGPA of 4.34 is equivalent to 63.4%, (iv) CGPA of 3.26 is equivalent to 52.6%, (v) CGPA of 2.17 is equivalent to 41.04%, and (vi) CGPA of 1.11 is equivalent to 29.88%.

**2. Eligibility:**

A candidate who has secured more than 50% or CGPA of 3.0 in the UGC Seven Point scale [45% or CGPA 2.5 in the UGC Seven Point Scale for SC/ST/Non-creamy layer OBC] or equivalent in the Bachelor degree in Science or Engineering or Technology or Medicine or Pharmaceutical Science shall be eligible for admission to First Semester of a Master of Science course.

**3. Scheme of Examination:**

- (1) Each theory paper EoSE shall carry 100 marks The EoSE will be of 3 hours duration. Part 'A' of theory paper shall contain 10 Short Answer Questions of 20 marks, based

*As per inspection*

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on knowledge, understanding and applications of the topics/texts covered in the syllabus. Each question will carry ~~one~~ mark for correct answer.

- (2) Part "B" of paper will consist of Four questions with internal choice (except in cases where a different scheme is specifically specified in the syllabus) of 20 mark each. The limit of answer will be five pages.
- (3) Each Laboratory EoSE will be of four/six hour durations and involve laboratory experiments/exercises, and viva-voce examination with weightage in ratio of 75:25.

**4. Course Structure:**

The details of the courses with code, title and the credits assign are as given below.

**Abbreviations Used**

**Course Category**

- CCC: Compulsory Core Course
- ECC: Elective Core Course
- OEC: Open Elective Course
- SC: Supportive Course
- SSC: Self Study Core Course
- SEM: Seminar
- PRJ: Project Work
- RP: Research Publication

**Contact Hours**

- L: Lecture
- T: Tutorial
- P: Practical or Other
- S: Self Study

**Relative Weights**

- IA: Internal Assessment (Attendance/Classroom Participation/Quiz/Home Assignment etc.)
- ST: Sessional Test
- EoSE: End of Semester Examination

**First Semester**

S. No.	Subject Code	Course Title	Course Category	Credit	Contact Hours Per week			EoSE Duration (Hrs.)	
					L	T	P	Thy	P
1.	MSW 101	Nature and Development of Social Work	CCC	9	6	3	0	3	0
2.	MSW 102	Sociological Concepts, Human Behaviour and Governance	CCC	9	6	3	0	3	0
3.	MSW	Social Work with Communities	CCC	9	6	3	0	3	0

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4.	MSW 104	Field Work Practitioner	CCC	9	0	0	9	0	0

- Field report and Viva voce

**Second Semester**

S. No.	Subject Code	Course Title	Course Category	Credit	Contact Hours Per week			EoSE Duration (Hrs.)	
					L	T	P	Thy	P
1.	MSW 201	Social Work with Individuals	CCC	9	6	3	0	3	0
2.	MSW 202	Social Work with Groups	CCC	9	6	3	0	3	0
3.	MSW 203	Research in Social Work	CCC	9	6	3	0	3	0
4.	MSW 204	Field Work Practicum	CCC	9	0	0	9	0	0

- Field report and Viva voce

**Third Semester**

S. No.	Subject Code	Course Title	Course Category	Credit	Contact Hours Per week			EoSE Duration (Hrs.)	
					L	T	P	Thy	P
1.	MSW 301	Administration of Welfare and Development Services	CCC	9	6	3	0	3	0
2.	MSW 302	Social Justice and Empowerment	CCC	9	6	3	0	3	0

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3.	MSW 303	Field work Practicum	CCC	9	0	0	9	0	0
4.		Core Elective I (a) (b) (c)	ECC	9	6	3	0	3	0
5.		Core Elective II (a) (b) (c)	ECC	9	6	3	0	3	0

Field report and Viva voce

**Fourth Semester**

S. No.	Subject Code	Course Title	Course Category	Credit	Contact Hours Per week			EoSE Duration (Hrs.)	
					L	T	P	Thy	P
1.	MSW 401	Management of Development Organizations	CCC	9	6	3	0	3	0
2.	MSW 402	Human Rights, Social Policy and Social Work Practice	CCC	9	6	3	0	3	0
3.	MSW 403	Field Work Practicum	CCC	9	0	0	9	0	0
4.		Core Elective III (a) (b) (c)	ECC	9	6	3	0	3	0
5.		Core Elective IV (a) (b) (c)	ECC	9	6	3	0	3	0

- **Field report and Viva voce**

Elective Core Course

Specialization Clusters

A. A01, A02, A03 Any one

B. B01, B02, B03 Any one

C.C01, C02, C03 Any one

D.D01, D02, D03, Any one

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Elective Course code	Specialization	Paper Title	Prerequisite	Semester
MSW A01		Urban Community Development		I
MSW A02		Organizational Behaviour and Employee Development		I
MSW A03		Social Work with Families and Children		I
MSW B01		Health Care Social Work Practice		II
MSW B02		Social Work with Persons with Disabilities		II
MSW B03		Occupational Social Work		II
MSW C01		Dissertation	60% in aggregate up to IIIrd Semester	III
MSW C02		Rural Community Development		III
MSW C03		Social Work with the Elderly	B01	III
MSW D01		HIVAIDS and Social Work Practice		IV
MSW D02		Social Work and Disaster Management		IV
MSW D03		Counselling Theory and Practice		IV

**MSW 101 : NATURE AND DEVELOPMENT OF SOCIAL WORK****OBJECTIVES:**

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

**COURSE CONTENTS:****Unit I: Introduction to Social Work Profession**

- Social Work: Nature, goals and processes, Methods of social work intervention
- Theoretical perspective for social work practice: An introduction
- Professional social work and its relationship with Voluntary action, Social services, Social reform, Social movement, Social welfare, Social development, Social justice, and Human rights

**Unit II: Historical Development of Social Work**

- Development of professional social work in U.K. ,U.S.A. and India.
- Social service traditions and social reform movements in India
- Contribution of Gandhi, Nehru, Ambedkar and Phule to social change, social reform and social reconstruction
- Sarvodaya Movement: Concept, contribution of Vinoba and Jaya Prakash Narayan
- Development of Professional Social Work in India

**Unit III: Social Work as a Profession**

- Basic requirements of a profession: Present state of social work as a profession in India
- Role of Social Workers
- Competencies for social work

**Core Readings**

1. Skidmore, A.A., 1997 Introduction to Social Work. Boston: Allyn & Thackeray, M.G. & Bacon.  
Farley O.W.
2. Siporin, M. 1975 Introduction to Social Work Practice. New York:

3. Zastrow, C 1995 Macmillan Publishing Inc.  
The Practice of Social Work (5<sup>th</sup> ed.). California:  
Brooks/Cole Publishing Company.
4. Dubois, B. & 2002 Social Work: An Empowering Profession. London:  
Miley, K.K. Allyn and Bacon.
5. Miley, K.K., 1998 Generalist Social Work Practice: An Empowering  
O'Melia, M., & Approach. Boston: Allyn & Bacon.  
DuBois, B.L.
6. Clark, C. & 1985 Social Work and Social Philosophy. London:  
Asquith, S. Routledge and Kegan Paul.
7. Payne, M. 2005 Modern Social Work Theory. New York: Palgrave/  
MacMillan.
8. Dominelli, L. 2004 Social Work: Theory and Practice for a Changing  
Profession. Cambridge: Polity Press.
9. Woodrofe, K. 1962 From Charity to Social Work. London: Routledge  
and Kegan Paul.
10. Parsons, R.J., 1994 The Integration of Social Work Practice.  
Jorgensen, J.D. & California: Brooke/Cole.  
Hernandez, S.H.
11. Shambhunath (Editor) 2004 Samajik Kranti Ke Dastavage (Bhag 1 avm Bhag 2),  
Vani Prakashan, New Delhi
12. Omvedt Gail 1994 Dalits and the Democratic Revolution, New Delhi,  
SAGE



**MSW 102: Society, Governance and Human Behaviour**

**Objectives:**

- To understand the basic concepts in sociology, Psychology and Political Science in order to understand human behaviour and practice of governance.
- To develop skills to understand and analyze the social structure and functioning of Indian Social Systems.
- To get ability to apply concepts and theories of psychology in social work practice and to understand the nature and development of human behavior in socio-cultural context.

**Unit I: Introducing Sociology:**

- a. Basic concepts in Sociology: Society, Social Group, Community, Institution, Culture, Social Structure, Social System, Status & Role.
- b. Social Process in Society: Stratification, Social Control, Socialization, social Change
- c. Sociology in Social Work.

**Unit II: Introducing Psychology:**

- a. Basic concepts in Psychology: Cognition, Learning, Motivation, Emotion, Intelligence, Role, Collective Behavior,
- b. Social Work and Psychology: Relationship between Psychology and Social Work, Theories of Personality, Determinants of human behavior: Heredity and Environment
- c. Social Psychology in Social Work.

**Unit III: Introducing Political Science**

- 1. Basic concepts in Political Science: State, Nation, Constitution of India and its features, Judiciary, Legislature and Executive.
- 2. How polity works: Democracy and peoples' participation: Issues and paradoxes, Political space and peoples' movements, Role of Civil society, Democratic Decentralization.
- 3. Political Economy and Social Work: Market, Corporate Social Responsibility (CSR), Social Impact Analysis (SIA).

**Core Readings:**

- 1. Davis, K. 1969 Human Society, New York: The Macmillan.

2. Giddens, A. 1999 Sociology, Cambridge: The Polity Press.
3. Ashe Fielma 1999 Contemporary Social & Political Theory, Buckmgham, Open & Others University Press
4. Lipson Leslie 1996 The Great Issues of Politics, New Delhi, Prentice-Hall of India Ltd.
5. Morgan C.T. 2010 Introduction to Psychology, New Delhi, Tata McGraw & others
6. Gilmer B.V.H. 1970 Psychology, New York, Harper

**MSW 103: SOCIAL WORK WITH COMMUNITIES**
**OBJECTIVES:**

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

**COURSE CONTENTS:****Unit I: Community as Dynamic Entity**

- Understanding Community: Definitions, types, approaches and framework
- Community dynamics: Caste, Class, Religion and Gender
- Community as sites of Power - Derrida and Foucauldian Perspective,

**Unit II: Community Work: Concept, Strategies and Principles**

- Indegenous approaches to community work - Gandhi, Vinoba, Ambedkar and radical groups
- Community work and community participation - Strategies and Principles; Models and Processes
- Designing community interventions - Use of PLA, LFA, Problem analysis, Stakeholder analysis, and Strategic Planning.

**Unit III: The Context of Community Work**

- The Role of Ideology In Community Work. Grassroot Governance and Community work, Case -Work Illustrations.
- Concept and Critique of Social Capital and its Relationship to the Idea of Community, Participation, Empowerment and Capacity Building through Community Work.
- Sectoral Thrust of Community Engagements by NGOs; Health, Education, Microfinance and Environment, etc., Community Work with People on the Margins- Dalits, Minorities and Tribals.

**Core Readings**

1. Kirst-Ashman, K.K. 2001 Generalist Practice with Organizations and  
& Hull, G.H.(eds.) Communities. Belmont, CA: Wadsworth.
2. Biklen, D. 1983 *Community Organizing: Theory and Practice*.  
Englewood Cliffs, N. J.: Prentice Hall.
3. Kramer, R.M. & 1983 Readings in Community Organisation Practice.

- Specht, H. Englewood: Cliffs Prentice Hall Inc.
4. Ross, M. G. 1967 Community Organization. Theory, Principle and Practice, New York: Harper & Row.
  5. Siddiqui, H.Y. 1997 Community Organisation in India. New Delhi: Harnam.
  6. Henderson, P & Thomas D.N. (eds.) 1981 Readings in community work. London. George Allen & Unwin
  7. Etzioni, A. 1995 The Spirit of Community: Rights, Responsibilities and the Communitarian Agenda. London: Fontana Press.
  8. Lee, J.A.B. 2001 The Empowerment Approach to Social Work Practice: Building the Beloved Community (2<sup>nd</sup> ed.). New York: Columbia University Press.
  9. Hardcastle, D. A., Powers, P. R. & Wenocur, S. 2004 Community Practice: Theories and Skills for Social Workers. New York: Oxford University Press.
  10. Weil, M. (ed.) 1996 Community Practice: Conceptual Models. New York: The Haworth Press Inc.

#### **MSW 104: Field work**

The students of MSW in this paper will prepare own-selves as Action Social Worker. They will get attachment with non-governmental organizations (NGOs). They are required to understand the structure and organization of NGOs and to participate in some of the activities/projects related with NGOs. Students are required to submit the report about profile of NGO with systematic account of their action. Report must be signed by the CEO of related NGO with a certificate. On the basis of report, the interview will be conducted in which representative of NGO, internal faculty member and external expert will participate.

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# Second Semester (New Scheme)

## MSW201: SOCIAL WORK WITH INDIVIDUALS

### OBJECTIVES:

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

### COURSE CONTENTS:

#### Unit I: Nature and Development of Casework

- Historical development of casework as a method of social work
- Meaning and nature of social casework
- Philosophical assumptions underlying casework practice
- Basic casework concepts: Social roles, social functioning, Need, Adjustment, Adaptation, Social environment, Person-in-environment fit, Client, and Workability of client.

#### Unit II: Principles and Components of Casework

- Principles of casework practice
- Meaning, nature and elements of relationship in casework;
- Components of casework: person, problem, place, process and Qualities of caseworker
- Approaches to Casework Practice: Diagnostic, Functional, Radical, problem solving and task centered

#### Unit III: Techniques and Case work practice

- Phases of casework intervention: assessment, diagnosis and intervention
- Techniques of casework intervention, Interviewing and recording
- Similarities and differences between Casework and Counseling, Casework and Psychotherapy
- Case work in different settings: Family, crisis situation, disadvantaged groups

### Core Readings

1. Beistek, F.P. 1957 The Casework Relationship. Chicago: Loyola University Press.

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2. Fook, J. 1993 Radical Casework: A Theory of Practice. Australia: Allen & Unwin.
3. Mathew, G. 1992 An Introduction to Social Casework. Bombay: Tata Institute of Social Sciences.
4. Pearlman, H.H. 1957 Social Casework: A Problem Solving Process. Chicago: The University of Chicago Press.
5. Wilson, S. J. 1980 Recording: Guidelines for Social Workers. New York: The Free Press.
6. Hamilton, G. 1954 Theory and Practice of Social Casework (Second edition revised). New York: Columbia University Press.
7. Robert, R.W. & Nee, R.H. (ed.) 1970 Theories of Social Casework. Chicago: The University of Chicago Press.
8. Pippins, J.A. 1980 Developing Casework Skills. California: Sage Publications.
9. Timms, N. 1964 Social Casework: Principles and Practice. London: Routledge and Kegan Paul.
10. Hollis, F. 1964 Casework: A Psychosocial Therapy. New York: McGraw Hills.

## MSW 202: SOCIAL WORK WITH GROUPS

### OBJECTIVES:

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

### COURSE CONTENTS:

#### Unit I: Understanding Social Groups

- Social Groups: Definitions, characteristics, functions and group structure
- Classification of groups: Cooley, Sumner, Jennings and Tonnies
- Social groups and cultural context
- Making of social groups: Issues of identity, diversity and marginalisation

#### Unit II: Group Work and Group dynamics

- Group work: Historical development, Definition, Principles and Models
- Group Dynamics: Determinants, indicators and outcomes
- Leadership - Theories of leadership, roles and responsibilities of group leader
- Specific situations in group functioning: sub group formation; isolates, alliances, coalitions and triangulations; emergence of conflict situations

#### Unit III: Group Development and sites of group work

- Stages of group work: formation, intervention and termination phases
- Techniques and skills in group work, qualities of group worker, Group work recording, monitoring and evaluation
- Group climate- communication in groups-group behaviour
- Group work with different groups- Children, persons with disability, youth, older persons and task groups

### Core Readings

1. Douglas, T. 1978 Basic Group Work. London: Tavistock.
2. Toseland, R.W. & Rivas, R. 1984 An Introduction to Group Work Practice. New York: MacMillian.
3. Konopka, G. 1963 Social Group Work: A Helping Process. Englewood Cliffs: Prentice.
4. Trecker, H.B. 1972 Social Group Work: Principles and Practices. New York: Association Press.

5. Reid, K.E. 1997 *Social Work Practice with Groups: A Clinical Perspective (Second Edition)*. Pacific Grove, CA: Cole.
6. Balgopal, P.R. & Vassil, T.V. 1983 *Groups in Social Work: An Ecological Perspective*. New York: Macmillan.
7. Brandler, S. & Roman, C.P. 1999 *Group Work Skills and Strategies for Effective Interventions*. New York: The Haworth Press.
8. Helen, N. & Kurland, R. 2001 *Social Work with Groups (3rd ed)*. New York: Columbia University Press.
9. Phillips, H.U. 1957 *Essential of Social Group Work Skills*. New York: Association Press.
10. Wilson, G. & Ryland, G. 1949 *Social Group Work Practice*. Cambridge, MA: Houghton Mifflin



## **MSW203: RESEARCH IN SOCIAL WORK**

### **OBJECTIVES:**

- Understand the application of scientific methods in furthering knowledge base of social work.
- Understand the nature, scope and significance of research in social work practice.
- Develop competence in conceptualizing, designing and implementing research using quantitative paradigms and techniques.

### **COURSE CONTENTS:**

#### **Unit I: Research Methods for Social Work.**

- Scientific method: Nature and characteristics, application of scientific method to the study of social phenomena.
- Social Research and Social Work Research: Meaning, nature and its significance
- Similarity and difference between Qualitative and quantitative research
- Sources of data: Primary and secondary

#### **Unit II: Constructing Research Design**

- Hypothesis: Meaning and formulation of hypothesis, sources, types, attributes of a good hypothesis,. Steps in testing hypothesis, concept of degree of freedom, level of significance.
- Significance of hypothesis in social work research
- Research designs: Types of research designs (Exploratory, Descriptive, Experimental, and Quasi experimental designs).
- Sampling design: Universe and Sample, rationale, importance, characteristics and types of sampling, sample size, sampling error and non-sampling error, limitations of sampling.

#### **Unit III: Data Collection and Management**

- Methods of data collection: Observation, Interview, Case study, schedule, Focus group discussion PRA Methods
- Supplemental data collection techniques like Narratives, life histories, Archival materials
- Classification, presentation, analysis and interpretation of data, Writing research reports:
- Descriptive statistics: Measures of central tendency (mean, median, mode), Measures of dispersion (range, mean deviation, standard deviation, coefficient of variation), Measures of correlation (Pearson's and Spearman)

#### **MSW 204: Field Work**

Appendix  
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## MSW

### III SEMESTER (New Scheme)

MSW 301: Administration of Welfare and Development Services

MSW 302: Social Justice and Empowerment

MSW 303: Field work Practicum

#### Electives:

MSW A01: Urban Community Development \*

MSW A02: Organizational Behaviour and Employee Development

MSW A03: Social Work with Families and Children

MSW B01: Health Care Social Work Practice

MSW B02: Social Work with Persons with Disabilities \*

MSW B03: Occupational Social Work

# MSW 301: ADMINISTRATION OF WELFARE AND DEVELOPMENT SERVICES

## OBJECTIVES:

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

## COURSE CONTENTS:

### Unit I: Social Welfare and Development Organizations

- Social welfare administration: Meaning, history, principles and changing context
- Social welfare and development organizations: Nature, types and functions
- Distinction between social welfare administration, public administration and social security administration
- Registration of welfare agencies, Laws relating to societies, trusts and non-profit organizations.

### Unit II: Social Welfare Administration

- Administrative structures (GO)-CSWB; SSWB;
- Administrative structures of NGOs engaged in welfare and development services
- New forms of administration (parallel structures like USAID-SIFSA, DSACS)
- Organization and management of institutional welfare services
- Staff recruitment, training and development, Public relations and networking
- Recording and documentation, Monitoring and evaluation

### Unit III: Strategies and Mechanisms of Administration

- Decision-making process-forms and types
- Role of communication in administration-nature, importance, models and modalities
- Committee-formation and documenting.
- Capacity building- approaches and strategies

## Core Readings

1. Goel, S.L. & Jain, R.K. 1988 Social Welfare Administration: Theory and Practice, (Vol. I & II). New Delhi: Deep and Deep Publications.
2. Chowdhry, P.D. 1983 Social Welfare Administration. Delhi: Atma Ram Sons.
3. Jablin, F.M., Putnam, L.L., Roberts, K.H. & Porter, L.W. (eds.) 1987 Handbook of Organizational Communication: Interdisciplinary Perspectives. Newbury Park, CA: Sage.
4. Patti, R.J. 2000 The Handbook of Social Welfare Management. Sage Publications.

5. Skidmore, R.A. 1994 Social Work Administration: Dynamic Management and Human Relationships. Pearson Education.
6. Chandra, S. 2001 Non-Governmental Organizations: Structure, Relevance and Function. New Delhi: Kanishka Publishers
7. Rao, V. 1987 Social Welfare Administration. Bombay: Tata Institute of Social Sciences.
8. Lewis, J.A., 2000 Management of Human Service Programs. Pacific Lewis M.D., Grove, CA.: Books/Coles.  
Packard, T.R., &  
Souflee, F.
9. Banerjee, G. 2002 Laws Relating to Foreign Contributions in India. New Delhi: Commercial Law Publications.
10. Kotler, P. 1999 Social Marketing: Improving the Quality of Life. Delhi: Sage Publications.

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## MSW 302: SOCIAL JUSTICE AND EMPOWERMENT

### OBJECTIVES:

- Understand concepts of social justice and empowerment
- Understand empowerment processes for the marginalized sections of the society
- Critically examine legal mechanisms available for different vulnerable groups
- Understand social situations, protective and promotive programmes for specific vulnerable groups

### COURSE CONTENTS:

#### Unit I: Dimensions of Social Justice

- Dimensions of Justice: Philosophy, features and forms
- Manifestations of social injustice in the Indian context: Exclusion, oppression and marginalization
- Social Justice as a core value of social work profession
- Development with justice
- Constitutional base of social justice, positive and protective discrimination

#### Unit II: Instruments of Social Justice

- Indian legal system and its operational instruments – IPC, Cr.PC, CPC
- Legal and public advocacy, PIL, legal literacy, free legal aid, RTI, Civil society as pressure groups: case illustrations
- Statutory bodies/organs for justice – NHRC, NCW, NCM, NC for SC/ST etc
- Legislations: Personal laws relating to marriage, succession and adoption
- Special Marriage Act, 1956, Family Courts Act, 1986, Dowry Prohibition Act, 1961, Domestic Violence Act, 2005

#### Unit III: People on the Margins, Law and Empowerment

- Marginalized groups in the Indian society: OBC, Dalits, tribals, minorities and women
- Introduction to legislations related to vulnerable groups: people with disability, child workers, domestic workers, and commercial sex workers.
- Laws related to Scheduled Castes/Scheduled Tribes, Bonded Labour, Migrant worker
- Empowerment: Concept, forms, and tools, Models of social empowerment
- Programmes for empowerment of the marginalized groups: Interventions by government and civil society groups

### Core Readings

Bakshi, P.M.	1999	The Constitution of India. Delhi: Universal law Publishing Co. Pvt. Ltd.
Iyer, V.R.K.	1980	Some Half Hidden Aspects of Indian Social Justice. Lucknow: Eastern Book Company.
Saraf, D.N. (ed.)	1984	Social Policy, Law and Protection of Weaker Sections of Society. Lucknow: Eastern Book Company.

Clayton, M., & Williams, A. (eds) 2004 Social Justice. Oxford: Blackwell Publishers.

Desrochers, J. 1987 India's Search for Development and Social Justice: Analysis of Indian Society, The Development Debate. Bangalore: CSA Publications.

Hebsur, R.K. (ed.) 1996 Social Interventions for Social Justice, Bombay: Tata Institute of Social Sciences

Dubois, B. & Miley, K.K. 2002 Social Work: An Empowering Profession. London: Allyn and Bacon.

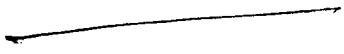
Dominelli, L. 2004 Social Work: Theory and Practice for a Changing Profession. New York: Polity Press

Diwan, P. & Diwan, P. 2005 Family Law: Hindus, Muslims, Christians, Parsis and Jews. Faridabad: Allahabad Law Agency.

Mahajan, G. (ed.) 1998 Democracy, Difference and Social Justice. New Delhi: Cambridge University Press.

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Electives



## SW A01: URBAN COMMUNITY DEVELOPMENT

### OBJECTIVES:

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

### COURSE CONTENTS:

#### Unit I: Urban Communities and Urbanization

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

#### Unit II: Urban Poor and Urban development

- Urban poor: Identity and location, Challenges and options for the urban poor: food security, housing, labor participation and the unorganized sector
- Urban basic services for the poor, the privatization process and its impact on the urban poor and the marginalized.
- Urban planning: features and contours, various models
- 74<sup>th</sup> constitutional amendment and the role of urban local bodies
- Urban Reforms: resource mobilization efforts, regulatory framework, fiscal incentives and city restructuring, National Urban Renewal Mission-vision, scope and critique.

#### Unit III: Emerging Concerns, Action and Advocacy

- Urban growth management: Meaning and approaches, Urban space, housing
- The need for a national urban policy
- Informal economy, self-employment, unorganized sector and entrepreneur development.
- Social action and advocacy in urban development: Public distribution systems - acts and reforms, right to information and accountability, Right to shelter
- Civil society organizations and initiatives for urban community development

#### Core Readings

1. Nagpal, H. 1994 Modernization and Urbanisation in India. Jaipur: Rawat Publications.
2. Kasambi, M. 1994 Urbanization and Urban Development in India. New Delhi: ICSSR



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3. Sharma, K. 2001 Rediscovering Dharavi. New Delhi: Penguin
- 4.
5. Chaubey, P.K. 2004 Urban Local Bodies in India. New Delhi: Indian Institute of Public Administration
6. Roy, P. & Das Gupta, S. 1995 Urbanisation and Slums. New Delhi: Har-Anand Publications.
7. Sandhu, R.S.(ed.) 2003 Urbanisation in India: Sociological Contribution. New Delhi: Sage Publications.
8. Pernia, E.M. (ed.) 1994 Urban Poverty in Asia. Hong Kong: Oxford University Press.
9. Thakur, B. (ed.) 2005 Urban and Regional Development in India: Vol I New Delhi: Concept Publishing Company.
10. Kundu, A. 1993 In the Name of Urban Poor. New Delhi: Sage Publications.
11. Mishra, G.K. & Narain, K. (ed.) 1989 Development Programmes for Urban Poor. New Delhi: Indian Institute of Public Administration.
12. Kundu, A. 2000 Inequality Mobility and Urbanisation. New Delhi: Indian council of Societal Science Research and Manak.
13. De Souza, A.(ed.) 1988 Urban Growth and Urban Planning. Political Context and People's Priorities. New Delhi: Indian Social Institute.
14. Bhargava, G. 1981 Urban Problems and Policy Perspectives. New Delhi: Abhinav Publishers.

## **MSW A02: ORGANISATIONAL BEHAVIOUR AND EMPLOYEE DEVELOPMENT**

### **OBJECTIVES:**

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

### **COURSE CONTENTS:**

#### **Unit I: Human Relations in Organizations and Organizational Behaviour**

- Industrial organization as a sub system of society, Human relations in industry- history, determinants, reflectors and prospects
- Role of State as third party in industrial relations, Collective bargaining
- Trade unionism – historical development, strengths and weaknesses, law relating to trade unions, Problems and status of Trade unionism in post globalization period,
- Organizational Behaviour: Concept and theories, Organization Climate and Team building, Leadership- traits, typology, and theories
- Motivation: need, significance, theories, methods and practices
- Communication- concept, significance, modes, channels, impact

#### **Unit II: Developing Human Resources**

- HRD: concept, goals, approaches, and management of change
- HRM: Evolution, goals and approaches
- HRD sub systems: Human resource planning, recruitment, selection, induction, retention, performance management, retirement and redeployment, exit strategies
- Learning organization- concepts, methods and practices,
- Employee counseling, Work life balance, managing occupational stress
- Impact of changing economic scenario on workers and work organizations – downsizing, displacement, rehabilitation, employment, employees benefits,

#### **Unit III: Legal Base for Practice**

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



Core Readings

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1.	Daft, R.L.	2004	Organization: Theory and Design. Mason: OH: South Western Publishing.
2.	Robbins, S.P.	2002	Organizational Behaviour (10 <sup>th</sup> ed). New Delhi: Prentice Hall of India.
3.	Mathis, R. L., & Jackson, J.H.	1997	Human Resource Management. U.K: Prentice Hall International.
4.	Silvera, D.M.	1990	Human Resource Management: The Indian Experience. New Delhi: New India Publications.
5.	Pareek. U., & Rao, T.V.	1992	Designing and Managing HR Systems. New Delhi: Oxford & IBH Publishing.
6.	Jacoby, S.M. (ed.)	1994	The Workers of Nations: Industrial Relations in Globalised Economy. New York: Oxford University Press.
7.	Mallick, P.L.	2002	Industrial Law, Lucknow Eastern Book Company
8.	Sivananthiran, .A. & Venkatratnam, C.S.	2003	Best Practices in Social Dialogue, ILO, Sub-regional Office for South Asis and IIRA, New Delhi
9.	Veena, A.K. Kochan R.D. & Lansbury, R.D.	1995	Employment Relations in the Growing Asian Economics, London : Routledge
10.	Ramnarayan, S., Rao, T.V., & Singh, K.	1998	Organization Development: Interventions and Strategies, New Delhi: Sage Publications.

## SW A03: SOCIAL WORK WITH FAMILIES AND CHILDREN

### OBJECTIVES:

- Understand families as social systems and factors affecting family functioning
- Comprehend the significance of child development and rights of children
- Acquaint with the policies, programmes and services related to family and children
- Develop skills of working with family systems and children

### COURSE CONTENTS:

#### Unit I: Understanding Family and Social Work with families

- Family: functions, developmental stages and family patterns
- Family dynamics and family interaction patterns, Family functioning: concept, variables and measurement issues
- Systems theory framework in understanding family
- Family problems: types, causes and consequences, Family violence: nature, types, causative factors
- Family as a client system: skills and techniques in working with families

#### Unit II: Child Development: Perspectives and programmes

- Child development: concept, philosophy and historical context
- State of children in India: Demographic profile, Education, Health, Nutrition and Protection
- Early Childhood Care and Development, Child rearing practices and its impact on child development, Gender Discrimination
- Constitutional Provisions, National policy on children, international perspective and UN Convention on rights of children, Programmes and legislative measures related to female foeticide, adoption, foster care, guardianship and child marriages
- Children in need of care and protection, Advocacy for rights of children

#### Unit III: Social Work with Families and Children

- Family enrichment programmes, Family counseling and family therapy
- Children in vulnerable situations: Dalit children, children with disabilities, trafficking of children, child beggars, child prostitution, children of migrant families, children and families with HIV/AIDS, child labour, Children as victims of war, terrorism, communal violence, natural disasters, displacement
- Child Abuse: Forms, sexual assault on children, incest, child rape, consequences and social work intervention

### Core Readings

- |   |                 |      |  |
|---|-----------------|------|--|
| 1 | Zimmerman, S.L. | 1995 | Understanding Family Policy: Theories and Applications, London: Sage Publications. |
| 2 | Desai, M. (ed.) | 1994 | Family and Intervention: A Course Compendium,                                      |

Bombay: TISS.

- 3 Tata Institute of Social Sciences 1994 Enhancing the Role of Family as an Agency for Social and Economic Development. Mumbai: Unit for Family Studies, TISS.
- 4 Bajpai, A. 2003 Child Rights in India – Law, Policy and Practice, Delhi: Oxford University press.
- 5 Swaminathan, M. (ed.) 1998 The First Five years – A Critical Perspective on Early Childhood Care and Education in India, New Delhi: Sage publications.
- 6 Enakshi, G.T. (ed) 2002 Children in Globalising India – Challenging Our Conscience, New Delhi: HAQ Centre for child Rights.
- 7 Joshi, S. 1996 Child Survival, Health and Social Work Intervention, New Delhi: Concept Publishing company.
- 8 Kumari, V., Brooks, S.L. 2004 Creative Child Advocacy – Global Perspectives, New Delhi: Sage Publications
- 9 Gandhi, A. 1990 School Social Work, New Delhi: Commonwealth publishers.
10. Boss, P.G., Doherty, W.J., LaRossa, R., Schumm, W.R., & Steinmetz, S.K. 1993 Sourcebook of Family Theories and Methods: A Contextual Approach. Plenum

## MSW B01: HEALTHCARE SOCIAL WORK PRACTICE

### OBJECTIVES:

- Understand the changing concept of health as an aspect of social development.
- Develop a critical perspective of healthcare services and programmes in the context of health scenario in the country.
- Gain understanding of relevance, domains and nature of social work intervention in different health settings.

### COURSE CONTENTS:

#### UNIT I: Concept of Health, Well-Being and Disease

- Health: Meaning, components, determinants of health
- Indicators of health status of people in a community
- Disease: Causation and prevention
- Health scenario of India: epidemiology and etiology of major communicable and non communicable diseases
- Health as an aspect of social development

#### UNIT II: Healthcare Services and Programmes

- Structure of healthcare services in India: Primary, secondary and tertiary level healthcare structure and their functions
- Primary healthcare: Concept, issues of availability, affordability and accessibility of healthcare services, Post Alma Ata declaration initiatives in India
- Health planning and policy: National health policy, 2002 and health planning over five year plans
- Public-private participation and collaboration in health care: Role of NGO and private sector in health care
- Health Activism, Social mobilization at the grassroots: Case study of Peoples Health Movement
- RCH: Concept, components, strategies, and emphasis on reproductive rights

#### UNIT III: Healthcare Social Work

- Historical evolution of social work practice in health settings
- Community based social work approaches to prevention of diseases and promotion of health
- Social worker as a multidisciplinary healthcare team member: roles, skills and interventions
- Domains of social work practice in institutional health services: Behaviour change communication, social assistance, social support strategies, problems of treatment adherence, counseling and rehabilitation, hospice and palliative care

- Community Health: Meaning, philosophy, and programmes
- Community needs assessment, developing mechanisms for people's participation
- Health extension and community outreach services,
- Designing, implementing and monitoring of community health programmes, facilitating intersectoral collaboration, Influencing community attitudes and health behaviors

**Core Readings**

1.	Germain, C.B.	1993	Social Work Practice in Health Care: An Ecological Perspective. New York: The Free Press.
2.	Park, K.	2005	Textbook of Prevention and Social Medicine (18 <sup>th</sup> edition). Jabalpur: Banarsidas Bhanot.
3.	Phillips, D.R.& Verhasselt, Y.	1994	Health and Development. London: Routledge.
4.	WHO	1978	Primary Health Care: A Joint Report by Director General of WHO and Director of UNICEF. International Conference on Primary Health Care. Alma Ata: USSR.
5.	Yesudian, C.A.K (ed.)	1991	Primary Health Care. Mumbai: Tata Institute of Social Sciences.
6.	Hiramani, A.B.	1996	Health Education: An Indian Perspective. New Delhi: B.R. Publishing Corporation.
7.	Macdonald, G. & Peterson, J.L. (eds.)	1992	Health Promotion: Disciplines and Diversities. London: Routledge.
8.	Voluntary Health Association of India	1995	Reproductive Health and Reproductive Rights. New Delhi: VHAI.
9.	McLeod, E., & Bywaters, P.	2000	Social Work, Health and Equality. London: Routledge.
10.	Voluntary Health Association of India	1992	State of India's Health. New Delhi: Voluntary Health Association of India

## MSW B02: SOCIAL WORK WITH PERSONS WITH DISABILITIES

### OBJECTIVES:

Understand issues and concerns related to persons with disability and their caregivers

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

### COURSE CONTENTS:

#### Unit I: Disability: Nature and Dimensions

- Definitions: Impairment, Disability and Handicap.
- Models of disability: The charity model, bio-centric model, functional model and human rights model.
- Incidence and prevalence of disability: National and international perspectives
- Disability: Classification, causes, needs and problems.
- Societal attitude toward Persons with Disability (PWD): Stigma, discrimination, oppression and social exclusion, Psychosocial factors and coping with disability
- Human rights violations and protection of rights

#### Unit II: Services and Programmes

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

#### Unit III: Rehabilitation of Persons with Disabilities

- Prevention of disabilities at primary, secondary and tertiary level
- Rehabilitation services for the PWD (Educational, vocational, economic & social)
- Multidisciplinary framework of disability work: Roles and functions of professionals
- Community based rehabilitation: Philosophy, approaches and programmes
- Social work intervention for prevention and rehabilitation
- Disability counseling: Components, approaches
- Influencing societal attitudes: Empowerment ideology as social intervention
- Networking and advocacy-approaches, strategies and processes.

### Core Readings

1. Albrecht, G.L., 2001 Handbook of Disability Studies. California: Sage Publications.



Seelman, K.D., &

Bury, M. (eds.)

2. Oliver, M. 1996 Understanding Disability: From Theory to Practice. Basingstoke, New York: Palgrave.
3. Rothman, J.C. 2003 Social Work Practice Across Disability. Boston: Allyn & Bacon.
4. Robert, P. 1999 The Psychological and Social Impact of Disability. New York: Springer.  
Marinelli, R.P. &  
Dell Orto, A.E.
5. Banerjee, G. 2001 Legal Rights of Person with Disability, New Delhi: RCI.
6. Kundu C.L (ed) 2003 Disability status India, New delhi, Rehabilitation Council of India.
7. Puri, M., & 2004 Handbook of Inclusive Education for Educators, Administrators and Planners: Within Walls, Without Boundaries. New Delhi: Sage Publications.  
Abraham, G. (eds.)
8. World Health Organization 1980 International Classification of Impairments, Disabilities and Handicaps (A Manual of Classification Relating to the Consequences of Diseases), Geneva: World Health Organization.
9. Oliver, M., & 1998 Social Work with Disabled People London: Palgrave Macmillan.  
Sapey, B. (eds.)
10. Karna, G.N. 2001 Disability Studies in India: Retrospect and Prospects, New Delhi: Gyan Publishing House.
11. Karna, G.N. 1999 United Nations and the Rights of Disabled Persons: A Study In Indian Perspective. New Delhi:



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## MSW B03: OCCUPATIONAL SOCIAL WORK

### OBJECTIVES:

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

### COURSE CONTENTS:

#### Unit I: Work and Workers' Profile

- Occupational social work-history, scope, principles, and components
- Changing profile of work force in organized and unorganized sector-issues, and concerns
- State, political economy and work force: Changes in the labour policy-effects on work force, trade unions-changing role, politics and working class
- Concept of work, employment and decent work
- Workers in unorganized sector: Issues, problems and government initiatives
  
- Problems affecting work life: absenteeism, alcoholism, burnout, job insecurity

#### Unit II: Working Conditions and Conditions of Work

- Physical and mechanical environment-provisions of Factories Act
- Working conditions and problems at workplace: alienation, monotony, fatigue and boredom amongst organised sector workforce; accidents- causes, prevention and compensations
- Conditions of work: Wages, dearness allowances, perks and incentives, leave, holidays,
- Social security measures for organised and unorganised sector
- Social life of workers and problems having bearing on work life: indebtedness, housing, livelihood and access to basic services
- Contemporary issues-closure/merger, rationalization and automization, casualisation, disinvestments, VRS

#### Unit III: Welfare Measures and Social Response

- Labour welfare in a welfare state: Welfare programmes by management, trade unions and government, labour welfare officer- role and status.
- Statutory and non statutory welfare measures for workers in unorganised sector
- Employee assistance programmes- nature, scope, philosophy, models, services,
- Corporate social responsibility-policies, programmes and practices
- Issues and concerns of construction workers, agricultural workers, child workers; statutory and non-statutory initiatives,

- Unionisation of workers- historical overview, legislations, alliances and network for organising the unorganised
- Specific issues and concerns of women employees, persons with disability and employees on contract basis.

**Core Readings**

1.	Kurzman, P.A. & Allbas, S.H.	1997	Work and Well-Being: The Occupational Social Work Advantage. Washington DC, NASW Press.
2.	Straussner, S.L.A.	1990	Occupational Social Work Today, New York: The Haworth Press.
3.	Akbas, S.	1983	Industrial Social Work: Influencing the System at the Workplace. In Dinerman, M.(Ed.) Social Work in a Turbulent World, Silver Spring, MD: NASW.
4.	Mor Barak, M.E., Bargal, D. (eds.)	2000	Social Services in the Workplace: Repositioning Occupational Social Work in the New Millennium. New York: The Haworth Press Inc.
5.	Bargal, D.	1999	The Future Development of Occupational Social Work. New York: The Haworth Press Inc.
6.	Subrahmanya, R.K	1996	Social Aspect of Structural Adjustment in India. New Delhi: Friedrich Elbert Stiffings.
7.	Maiden, R.P.	2001	Global Perspectives of Occupational Social Work (Monograph Published Simultaneously As Employee Assistance Quarterly, 1/2). Haworth Press.