

॥ अंतरी पेटवू ज्ञानज्योत ॥



North Maharashtra University, Jalgaon

Revised Syllabus

MASTER OF SOCIAL WORK

**(M.S.W. - I)
Semester- I & II**

Semester Pattern (60 : 40)

w.e.f. June, 2014

**SUBJECT STRUCTURE OF MASTER OF SOCIAL WORK (M.S.W.)
FIRST SEMESTER**

GROUP	Sub.Code	Title	Marks
COMPULSARY	SW -111	INTRODUCTION TO SOCIAL WORK	100
	SW-112	SOCIAL CASE WORK	100
	SW-113	SOCIOLOGY AND INDIAN SOCIAL PROBLEMS	100
	SW-114	INTRODUCTION TO FIELD WORK PRACTICE	100
	SW-115	PSYCOLOGY FOR SOCIAL WORKERS	100
	SW-116	SOCIAL GROUP WORK	100
	SW-117	FIELD WORK PRACTICUM	100

SECOND SEMESTER

GROUP	Sub.Code	Title	Marks
COMPULSARY	SW -121	PROFESSIONAL DEVELOPMENT OF SOCIAL WORKER	100
	SW-122	COUNSELING FOR SOCIAL WORKERS	100
	SW-123	SOCIAL WORK RESEARCH AND STATISTICS	100
	SW-124	INTRODUCTION TO THE INDIAN CONSTITUTION	100
	SW-125	FIELD WORK	100
	SW-126	VIVA VOCE	50
GENERIC	G1	RURAL, URBAN AND TRIBAL SOCIETY IN INDIA	100
	G2	SOCIAL SECURITY AND LABOUR WELFARE	100
TRIBAL WELFARE	TW-1	TRIBAL LIFE IN INDIA	100
	TW-2	TRIBAL PROBLEMS	100
COMMUNITY DEVELOPMENT	CD-1	PROBLEMS OF URBAN, RURAL AND TRIBAL COMMUNITIES	100
	CD-2	COMMUNICATION FOR DEVELOPMENT	100
PERSONNEL MANAGEMENT AND INDUSTRIAL RELATION	PMIR -1	LABOUR WELFARE	100
	PMIR-2	LABOUR LEGISLATION	100

THIRD SEMESTER

GROUP	Sub.Code	Title	Marks
COMPULSARY	SW -231	COMMUNITY ORGANIZATION AND SOCIAL ACTION	100
	SW-232	SOCIAL LEGISLATION	100
	SW-233	WOMEN CENTRED SOCIAL WORK	100
	SW-234	FIELD WORK	100
GENERIC	G3	CORRECTIONAL SOCIAL WORK	100
	G4	DEVELOPMENT OF WEAKER SECTIONS	100
	G5	POPULATION AND ENVIRONMENT	100
TRIBAL WELFARE	TW-3	RURAL AND TRIBAL WELFARE	100
	TW-4	ENVIRONMENTAL SOCIAL WORK	100

	TW-5	ENVIRONMENT POLICY AND LAW	100
COMMUNITY DEVELOPMENT	CD-3	RURAL ECONOMY AND CO-OPERATION	100
	CD-4	COMMUNITY DEVELOPMENT AND PANCHAYAT RAJ	100
	CD-5	MANAGEMENT OF VOLUNTARY ORGANIZATION	100
PERSONNEL MANAGEMENT AND INDUSTRIAL RELATION	PMIR -3	PERSONNEL MANAGEMENT AND HUMAN RESOURCE DEVELOPMENT	100
	PMIR-4	INDUSTRIAL RELATIONS AND TRADE UNIONS IN INDIA	100
	PMIR-5	INDUSTRIAL SOCIOLOGY	100

FOURTH SEMESTER

GROUP	Sub.Code	Title	Marks
COMPULSARY	SW -241	SOCIAL POLICY, PLANNING AND ADMINISTRATION	100
	SW-242	COMMUNITY HEALTH AND ENVIRONMENTAL HYGIENE	100
	SW-243	DISASTER MANAGEMENT	100
	SW-244	FIELD WORK	100
	SW-245	RESEARCH DISSERTATION (PROJECT REPORT)	100
			VIVA VOCE
GENERIC	G6	INSTITUTIONAL MANAGEMENT	100
	G7	SOCIAL WELFARE AND SOCIAL JUSTICE	100
	G8	FAMILY AND CHILD WELFARE	100
TRIBAL WELFARE	TW-6	ADMINISTRATION OF TRIBAL WELFARE SCHEMES	100
	TW-7	ENVIRONMENT DEVELOPMENT PROGRAMME	100
	TW-8	TRIBAL TRADITION AND CHANGE	100
COMMUNITY DEVELOPMENT	CD-6	SOCIAL EDUCATION	100
	CD-7	URBAN WELFARE (PROBLEM & SEHEMES)	100
	CD-8	MUNICIPAL ADMINISTRATION	100
PERSONNEL MANAGEMENT AND INDUSTRIAL RELATION	PMIR -6	LABOUR ECONOMICS	100
	PMIR-7	PERSONNEL PROCEDURES & PRACTICES	100
	PMIR-8	INDUSTRIAL PSYCHOLOGY	100

1. MSW Programme Structure :

The MSW degree will be awarded to the students who complete a total of 4 Semesters in minimum of two years clearing examination held by the University for a total of 24 Courses/ papers, 16 compulsory courses and 08 Specialization courses besides other heads of passing (student shall select any one specialization or the Generic course) in four semesters. Six papers per semester, field work, research (Dissertation) and other components as per semester structure. Total number of the Semesters for M.S.W programme will be four.

Structure of the M.S.W. Course (Semester Pattern)

(Implemented from 2014-15)

Semester-I

	Marks	Credits
1. Theory Papers - Total Six Subjects for 100 Marks each 60 Marks External + 40 Marks Internal assessment on the basis of Seminar/ Assignment, Attendance, Test, General performance/Behaviour.	600	12
2. Field Work - 100 Marks Internal assessment Field work in the first Semester shall consist of orientation visits to welfare institutions, Group conferences, seminars and shall be of minimum 15 hours per week.	100	04

Semester-II

1. Theory Papers Six Subjects for 100 Marks each (60 + 40) The courses will consist of two compulsory and three optional Courses from the Specialization programme Offered by the concerned College.	600	12
2. Field Work- The field work in this semester shall consist of Institutional placement for case work and group work practice. The institutions for placement should be suitable for practice of relevant theory taught in the class rooms.	100	04
3. Viva voce Internal assessment Base on theory papers and field work	50	01

Semester-III

1. Theory Papers- Six theory papers for 100 Marks each(60 +40)	600	12
2. Field Work - The Field Work in the third Semester shall consist according to specialization (Concurrent Field Work)	100	04

Semester-IV

1. Theory Papers - Six Theory Papers for 100 Marks each (60+40)	600	12
2. Project Report Every student shall select a suitable topic for conducting a short term research representing any field of social work practice or field of specialization and submit a well prepared Dissertation Report duly signed by concerned research guide and the Principal of the College. The original Copy shall be submitted to the University before the concerned Exam. The Project Work shall be assessed externally by the Examiners appointed by the University.	100	06
3. Viva voce —The viva voce in the Fourth Semester shall be conducted by the University at the concerned Centers immediately after the written examination.	50	01
4. Field Work —The Field Work in the Fourth Semester shall consist of placement in suitable Agencies and shall be internally assessed. field visits to development projects and at least five visits to welfare agencies as a part of study tour.	100	04

Grand Total **3000** **72**

5. Award of Grades

Sr. No.	Marks	Grade	Grade Points
01.	75 % and above	O	05
02.	65 to 74 %	A	04
03.	55 to 64 %	B	03
04.	50 to 54 %	C	02
05.	40 to 49 %	D	01
06.	Below 40 % of Marks (Fail)	E	00

6. Credit Pattern - Credit shall be awarded in the following order

1. Written theory papers @ 2 credits per paper x 24 = 48 credits
2. Field Work --@ 04 credits per Semester x 04 = 16 credits
3. Research dissertation @ 06 credits (IV Semester) x 01 = 06 credits
4. Viva voce @ 01 credits for viva voce x 02 = 02 credits
(to be conducted in the end of III & IV Semester)

Total = 72 credits

OR

The award of grads & final grades should be as per the Uniform policy of N.M.U. is applicable.

2. Overall structure

The structure of the course shall be as under :

1. Written theory papers 6 per semester, 24 papers x 100 Marks 2400 marks
 2. Field work: 100 marks per semester 100 x 4 400 marks
 3. Research Dissertation (Submitted in Semester IV) 100 marks
 4. Viva Voce (Semester II and IV) @ 50 marks x 2 100 marks
- Total Marks = 3000 marks**

3. Field Work :

Total marks 400, per semester 100 marks.

- I) The respective affiliated Institutes/ Colleges may develop the field work modules and manual according to the available field opportunities in their region. The field work over 4 semesters will include concurrent field work, Orientation Visits, Special Awareness campaigns, Rural Camp, Study Tour and Block Field Work placement etc.
- II) Field Work shall be of 100 marks for each Semester. The total of field work marks for four Semesters shall be 400.
- III) Field work shall be conducted during a period of two days a week for 15 (fifteen) clock hours
- IV) Field work shall be conducted at a social welfare agency/organization selected by the college. Every student shall be supervised by an experienced/professional social worker from the agency and a faculty member of the college
- V) A weekly Individual Conference of about 15 minutes, related to field work of every student, shall be conducted by the concerned Field Work Supervisor. Field Work shall be evaluated internally by a panel of 2-3 faculty members including the Field Work Supervisor.
- VI) 90% attendance at Field work is compulsory.
- VII) A student failing in field work at any Semester shall be declared as 'Fail' and shall have to repeat the entire Semester including theory courses.
- VIII) In any case, there shall be no revaluation or moderation of Field Work marks.
- IX) Participation in Rural Camp of 5-7 days organized by the college shall be compulsory for every student appearing for the Second Semester Exam. The Rural Camp shall be a graded activity to develop the understanding among the students about rural community and problems for intervention. 20 marks shall be allotted to this activity under the head of Field Work. The Students performance should be assessed on the basis of their participation, initiative, skills and discipline.
- X) Study tour is compulsory for Students of M.S.W IV Semester. It is a graded activity to orient the students about field realities and give exposure to the learners about the settings

in social work and its challenges. 20 marks out of 100 marks earmarked for Field Work shall be allotted to this activity and the student's performance should be assessed on the basis of their participation, report writing, skills and discipline.

- XI) Skill Lab is a learning activity which is non graded activity organized for the students to develop their skills in order to develop their understanding to relate theory to practice and for their professional development.
- XII) Special awareness campaigns -- the students shall participate in special awareness campaigns such as HIV/AIDS awareness, issues of Child labour, Environment, Civil Rights etc. organized by the college under the guidance of faculty supervisor. At least four issue based campaigns should be organized during the Semester.
- XIII) Issue based Paper, Book review, Website Review Presentation. Every student should make a presentation on social issues and agencies working on them, book review etc.. (At least one presentation during the Semester)

Field Work Components: Semester - I

Sr.No.	ACTIVITY	MARKS
1	Minimum 10 Orientation Visits to welfare Institution	20
2	Concurrent Field Work (Case work and group work)	30
3	Individual conference	10
4	Group conference	10
5	Field work seminar	10
6	Report writing/attendance and general impression	20
Total		100

Field Work Components: Semester- II

Sr. No.	ACTIVITY	MARKS
1	Rural Camp	20
2	Concurrent Field Work	30
3	Individual conference	10
4	Group conference	10
5	Field work seminar	10
6	Website / Book Review, Article presentation	20
6	Report writing/attendance and general impression	20
Total		100

Field Work Components: Semester- III

Sr. No.	ACTIVITY	MARKS
1	Issue Based awareness campaigns	20
2	Concurrent Field Work	30
3	Individual conference	10
4	Group Conference	10
5	Field work seminar/assignment on field work task	10
6	Report writing/attendance and general impression	20
Total		100

Field Work Components: Semester- IV

Sr. No.	ACTIVITY	MARKS
1	Study Tour	20
2	Concurrent Field Work	30
3	Individual conference	10
4	Group conference	10
5	Field work seminar on social issues, Group presentation, success stories presentation. At least two seminars	10
6	Report writing/attendance and general impression	20
Total		100

4. Research Dissertation (M.S.W.IV Semester)

Every faculty shall devote at least 4 Hours per week for research guidance to be given to the students assigned to him/her. The Research dissertation shall carry 100 Marks and shall have external Assessment.

The M.S.W. students admitted to the Third Semester shall select a research topic in the beginning of the third semester for project work in consultation with the Research Guide. Sample for the project report should be selected as per the requirement of Research Topic, where the sampling Method is used.

Every student shall submit three typed and well bound copies of such project report 15 days before the commencement of the Fourth Semester examination. The project report shall carry a total of 100 marks and shall be treated as a separate head of passing. A candidate must obtain minimum 50 marks for passing under this head. The project report at MSW IV Semester Examination should be assessed externally by concerned examiner appointed by the University. A candidate failing at this head shall submit a research report as prescribed by the University within a period of three months from the date of the results and shall pay applicable fees along with examination form.

Prescribed Standard for Research Dissertation:

1. The topic of research must be related to the area of social work.
2. The candidate must follow the scientific process and methods of social work research or social research.
3. The Report submitted to the University must be duly signed by the Principal and concerned research Guide and shall also be certified by the Guide as to originality of the short term research work.
4. The content of the Report shall not cause any dispute or defamation to any person or the Institution.
5. Any malpractice including any attempt at plagiarism exposed even at a later stage may invite withdrawal of the Degree of such a candidate.

5. Viva Voce Examination:

The Viva voce will be conducted for 50 marks each at the end of Semester II and IV. The viva voce constitutes a separate head of passing. A candidate failing in viva voce of second Semester shall be eligible for admission to the fourth Semester. A candidate failing in Fourth semester Viva voce conducted by the external examiner shall be declared Fail at the M.S.W Examination. However, he may attend the viva voce within three months from the date of declaration of the results as per University schedule. In such a case he will have to pay the extra fees as per the decision of University to time to time.

- 5.1. There shall be a Viva-Voce Examination at the end of IInd and IVth Semester based on theory knowledge, research and field work practicum.
- 5.2. In the second semester Viva-Voce of 50 marks will be conducted before the commencement of the Second Semester examination by the Colleges and a statement of the marks obtained by the students shall be submitted to the University by the Heads of the Institutions for inclusion in the mark sheet. The minimum marks required for passing the Viva Voce are 25 for each Viva-Voce examination.
- 5.3. A student failing in Viva-Voce (Semester II) shall be called again for the Viva Voce within one month of the date of declaration of the Second Semester Examination results. Only one repeat Viva Voce shall be permissible to be conducted during the Second Semester. However a student failing in the Second Semester Viva Voce Examination shall be eligible for admission to the MSW Third Semester.
- 5.4. Fourth Semester Viva-Voce Examination of 50 marks shall be conducted externally by the University.
- 5.5. The Viva Voce conducted in the Fourth semester shall be based on theory, field work, research, professional development and related area of specialization.

6. Block placement:

- 6.1 Every student shall complete his/her block field work for a period of one month i.e. 30 days after the fourth Semester examination. The Result of the candidates would be handed over to the College only after submission of a report on completion of Block Field Work to the University. The Certificates indicating clearly successful completion of Block Field Work by the students shall be retained by the concerned College.
- 6.2 After completion of Block placement, the student must submit a report of work to the Head/ Principal of the College/ Institute. Ordinarily, no leave of absence will be permissible during the stipulated period of the block field work placement.
- 6.3 Every student is required to complete his/her block field work in a welfare/development agency. Block field work placement in a Gram Panchayat, co-op society or a PHC shall not be allowed.
- 6.4 The Block Field Work shall be organized by a faculty nominated by the Principal.

7. Heads of Passing, Standard of Passing, Credit Pattern and Grade Points:

- 7.1 The following shall be the independent heads of passing:
 1. Written theory papers
 2. Field work
 3. Research Dissertation
 4. Viva Voce
- 7.2 Standard of passing Marks: Percentage
 - a. Written theory papers in each 40% Marks paper (Aggregate of 100- inclusive of both 60 external and 40 internal marks)
 - b. Field work in every semester 50% Marks
 - c. Viva Voce 50% Marks
 - d. Research dissertation 50% Marks

8. Rules of ATKT :

- 8.1: A students must pass in 4 theory courses in each semester out of 6 courses to avail of the benefit of ATKT for the next semester and he/she must clear the backlog in the next semester examination. Their internal assessment marks will not change.
- 8.2. A students shall be allowed to keep term of Semester- III, (MSW-II), if he/she has no backlog and clears all the heads of passing of Semester- I.
- 8.3. A student failing in Field Work at any Semester shall not get the benefit of ATKT including theory papers and will have to repeat the entire semester.
- 8.4. In any case, for what so ever reasons, if a student does not appear or fails in any semester examination will have to repeat the entire semester.

9. Admission Procedure:

- 9.1 The candidate must apply only on a prescribed form attached to the prospectus of the Institution. The Prospectus of the College must clearly indicate the reservation of seats as per the Government and University norms, dates of sale of prospectus, last date for submission of the filled up forms, date of entrance test, date of declaration of the selection list and waiting list and the last date of admission .The selected candidate must, at the time of admission, produce all original certificates (SSC, HSC, and Graduation, caste certificate, Domicile Certificate, Income Certificate, Non-creamy layer certificate and other relevant certificates or documents) and mark-lists. The candidate shall have to pay the full fees as prescribed by the University .The Principal of the College may grant concession at his own discretion. The scholarship holders may totally be exempted from paying the fees save nominal admission fees. Candidates will have to obtain their transference certificate indicating the College last attended and the Examination last passed. The candidates who have passed their last qualifying Examination from a University other than North Maharashtra University, Jalgaon must submit a migration

certificate immediately after securing admission. As per North Maharashtra University, Jalgaon rules every candidate must obtain an eligibility certificate. A student who fails to obtain the eligibility certificate will not be permitted to appear for the Semester IV Examination.

9.2 Reservation of Seats:

There will be reservation of seats for the backward class students and the female candidates as per rules of North Maharashtra University, Jalgaon and the Government of Maharashtra.

10. Eligibility:

Graduates of any University recognized by the University Grants Commission shall be eligible to apply for the MSW degree programme. 50% of the sanctioned seats shall be reserved for BSW degree holders on merit basis, strictly following the rules of reservation for different categories including 10% seats for other universities. The remaining seats shall be filled up according to merit (the percentage of marks at any recognized degree exam + percentage of marks at the Entrance test.) and reservation. The Merit list shall be prepared by taking into consideration the percentage of Marks at the graduation and the entrance test conducted by the College or the University as the case may be. The admission procedure shall be transparent and the concerned college shall be solely responsible for complaints about admission, if any.

11. Medium of Instruction:

1. The medium of Instruction shall be English. However, as North Maharashtra University, Jalgaon has allowed students to write examination answer books in Marathi suitable instructions may be given in the regional language i.e Marathi.
2. MSW Course Semester Pattern:(60: 40 Marks) Each Theory Paper for 100 Marks consists of 60 marks for university exam and 40 marks for internal assessment. The internal assessment for 40 marks shall be based on marks secured in the test and personal performance of the student.

12. Discipline:

Students are expected to follow all rules and maintain discipline throughout the course period. Ragging in any form, within or outside the campus, is strictly prohibited. In case a student is found violating the rules of discipline, the Principal of the College shall take stringent action against him/her.

13. Grant of Terms:

90 percent attendance at Field Work and class Room teaching sessions is required for a student to be eligible for keeping the term. In very exceptional circumstances leave with prior permission of the Principal of the College may be granted with a condition of compensating the loss of educational days within the limit of 90%. The Principal of the college shall have the responsibility of and control over all matters pertaining to discipline and professional behavior.

14. Job/Career opportunities :

The Job opportunities are one of the important output of MSW course.

JOB OPPORTUNITIES

- Family Court, Family Counseling centers
- Non-Governmental organizations (NGO) working on various social issues
- Schools, Ashram Schools
- Mental Health Institutions and De-addiction Centers
- Govt. and Private Hospitals
- Blood Bank and Municipal Corporation Hospitals and Projects
- Community Health Projects, Govt. Health Departments
- Industries and multi-national groups/corporate sector such as small scale/medium/large scale industries, bank, hotels etc.
- Service Industries
- Social Development Officers, Consultant in NGOs
- Government projects for Watershed Development, Drinking water & sanitation
- Social Welfare officers in State Department of Social Justice
- Women and child development department, Tribal development department
- Research and Resource Organizations at national, international level.
- Panchayat Raj institutions various projects.
- Corporate Social Responsibility (CSR) projects
- Social Work Education
- Opportunity abroad for education and jobs

SW-111 : INTRODUCTION TO SOCIAL WORK

Objectives

- a. Gain information about contemporary ideologies of Social Work and Social Change.
 - b. Develop skill in ethical decision making at macro & micro levels.
 - c. Explore own assumption, ideals value and experience about people and their problems in order to develop sensitivity to the marginalization of vulnerable groups.
 - d. Understand the values of Social Work and consciously apply those in practice.
01. Indian History of Social Work Profession
Introduction
Historical Review of Social Work education, Welfare versus development orientation in Social Work Profession. Social Work values, principles Education knowledge and professional associations. Goals, Values, Functions/ Roles and process of Social Work. Interface between professional and voluntary Social Work
 02. Indian History of Ideologies Social Change
Modern period Christianity in India Hindu Reform Movements. Dalit Movements. Gandhian Ideology and Sarvodaya movement. Nationalism. Ideology of the Indian Constitution. Ideology of Voluntary Action.
 03. Contemporary Ideologies for Social Change
Introduction
Neo-liberalism and Globalization. Feminism. Multiculturalism. Ideology of Action Groups and Social Movements.
 04. Methods and Principles of Social Work Profession
Methods and Principles of Social Work
Personal Attributes of a social worker.
 05. Social work Ethics
Concept and Philosophy.
Ethical responsibilities in social work.
 07. Fields of Social Work Practice
Family Welfare
Women and child welfare.
Youth Welfare.
Urban, Rural and Tribal Welfare.
Labour Welfare
Correctional Services
Services for Differently able persons
Medical and Psychiatric Social Work.
Dalit & Tribal Social Work.

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SW-112 : SOCIAL CASE WORK

- a. Understand case work as a method of social work, and appreciate its place in social work practice.
- b. Understand the values and principles of working with individuals and families.
- c. Develop the ability to critically analyses problems of individuals and families and factors affecting them.
- d. Enhance understanding of the basic concepts. Tools and Techniques in work with Individuals and families, in problem solving and in developmental work.
- e. Develop appropriate skills and attitudes to work with individuals and families
- f. Develop ability to reflect on 'self' as a person and grow as a professional social worker.

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| 1. | The Methods and Philosophy | Introduction of case work as a method of social work.
Concepts of adjustment and maladjustment.
Philosophical assumption and case work values. |
| 2. | Social Case Work | Definition, Meaning, Concept, Scope, Objectives and History of Social Case Work Principles of Case Work. |
| 3. | Process in Case Work | Case Work process; Study, Assessment, Intervention Termination and Evaluation |
| 4. | Treatment Theory and Approaches | Understanding the client systems :Theories and Approaches and models, models-eclectic, crisis intervention, behavior modification, psycho-social analytical. |
| 5. | Tools for Help | Case work Tools: Interview, Home Visits, Observation, listening, communication skills, rapport building, Recording, Evaluation. |
| 5.1 | Techniques | Techniques of case work: supportive, Resource enhancement and counseling . |
| 6. | Self as a Professional | Professional self: Conflicts and dilemmas in working with individuals and families
Role of social worker . |

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Feminist Practice in the 21st Century
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Louis Johnson
Social work – a Generalist Approach.

SW-113 : Sociology and Indian Social Problems

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|----|---|---|
| 1. | Social Work and its Relationship | Social Work and its Relationship with other social sciences, History, Economics, Political Science Psychology Anthropology and Sociology |
| 2. | Society and Culture | society as a system of relationships,
Social Structure:
meaning, status and roles.
Culture
meaning, Traditions, Customs, Values and Norms-folkways.
Socialization:
meaning, processes and Agent of socialization |
| 3. | Indian Society
Social Stratification | a) Strengths and weaknesses, Nature, Types
b) Meaning, Concept and Characteristics of Social Stratification in India: Caste, Class, Gender. |
| 4. | Social Movements in India | Meaning, Nature and Various Social Movements i.e. Farmers Labors, Women, Dalit Tribal, Environment etc. |
| 5. | Meaning, Concepts & Characteristics | Social groups, Social Control and Social Change |
| 6. | The meaning of Social Problems | Concept of Social Disorganization, Causes of Social Disorganization, Individual, Family and Community Disorganization |
| 7. | Major Social Problems in India | Juvenile Delinquency, crime- domestic violence, farmers' suicides, alcoholism, prostitution, problems of communal riots, Atrocities against SC and ST communities. |
| 8. | Other Problems | Poverty, Illiteracy, Population Explosion, Migration and Slums- nature, causes and measures adopted |

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2. Deshpande and Srinivas Society, Economy of Polity, Mumbai University
3. Jain P.C. Social Movements among Tribals, Rawat Pub. New Delhi.
4. Kingsley Davis Human Society, New York
5. Kuppuswami .B. Social change in India
6. Sharma K.L. Caste and Race in India
7. Srinivas M.N. Essays on Social Anthropology, Oxford Uni. Press
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10. Panday A.K. Tribal Society in India, Manak Pub.
11. Bharatatil Samajik Samasya Prof.P.K.Kulkarni, Vidya Prakashan, Nagpur
12. Bharatatil Samajik Samasya Prof.Manik Mane, Vidya Prakashan, Nagpur
13. Social Problems in India Ram Aahuja, Rawat Pub, Jaipur
14. Samanya Samaj shastra Prof.P.K.Kulkarni, Shri Mangesh Prakashan, Nagpur
15. An Introduction to Sociology Vidyabhushan, Kitagb Mahal
16. Sociology of Organization Jaspal Singh Kanishaka pub, New Delhi-2
17. Sociology Walter Willigan, Shrishti Pub,JMD House, Ansari Rd, New Delhi.
18. Samajshastriya Sankalpana Dr.Pradip Aglave, Sainath Prakashan, Naggpur
19. Samajshastra Parichaya Prof.R.D.Wagh, C.N.Pagare, Dr.A.S.Paithane, Shri Vidya Pub, Pune
20. Sociology H.K.Rawat, Rawat Pub.Jaipur
21. Social Movements Prin Dr. S.N.Desai, Prashant Pablication, Jalgaon

SW-114 : Introduction To Field Work Practice in Social Work

Objectives :

1. Understand the fundamental concept utilization of field work practice in professional social work.
2. Understand the field of social work, method of compounds of field work practices.
3. Understand the various tools, evaluation method in the field of social work practices.
 - 1 Field work Concept, importance, objectives, Nature
 - 2 Fields of Social Work Practice
 - Community setting
 - School social work
 - Institutional social work
 - Hospital setting
 - Industrial setting
 - Special campaign
 - 3 Methods and Component of Field Work Practices
 - A. Social Case Work, Social Group Work
 - Community Organization,
 - Social action
 - Social work Research
 - Social work administration
 - B. Orientation of field work, Agency visits,
 - Concurrent field work, Rural study Camp
 - Study Tour, Field placement,
 - Block placement, Issue based campaigns
 - Field investigation – Social Work in
 - Emergency, situations.
 - 4 Report Writing and its Supervision Importance, objectives, types, role of agency and faculty supervisor
 - 5 Importance of Skill Lab for improvement of skill in Social Work field work Presentation Role play, street play, stimulation games, Case study, Preparing & using Posters, slogan, songs
 - 6 Evaluation of Field work Concept Assessment of Report Presentation Progress of student Work experience

References :

1. *Field Work Manual*
Publication Division, TATA Institute of Social Sciences, Deonar, Mumbai
2. *Field Work*
Praveen Patkar
3. *Social work Education &Field instructions*
Dr. B.T.Lavani, Bharati Vidyapeeth, Paud Road, Pune
4. *Field Work Training in Social Work*
Dr. Subhedar I. M Rawat Pub. Jaipur
5. *Field Work in Social Work Education*
Mehta V.D., Association of schools of social Work in India
6. *Field Work in social Work perspective*
Raj Bhanti, Himanshu Pub. Udaypur-1995
7. *Proceedings of Seminar on Field Work Practice In Social Work*
Dr.R.R.Sing, Delhi School of Social Work, University of Delhi
8. *Social Work Education*
M.S.Gore
9. *Social Work and Training*
Sydner Walkar
10. *Field Work Practice in Social Work*
T.K. Nayyar, Madras School of Social Work

SW-115 : Psychology for Social Workers

Objectives

1. Understand human development and growth of individual at various stages in the life span
2. gain insight into factors contributing to development of personality.
3. Understand basic components of human behavior.
4. Understand the process of adjustment and non-adjustment and its impact on human behavior
5. Find the areas of application of Psychology within social work.

Course Content

1. Definition nature and scope of Psychology Structural, Functional and Behaviouristic psychology and Branches of psychology- normal, abnormal, clinical educational, industrial, experimental, developmental and child psychology
2. Theories of Human Development
 - a. Ericson's psycho-social theory
 - b. Alder's cognitive theory
 - c. Piager's cognitive theory
 - d. Rogers Self concept theory
 - e. Maslow and Murray theory
3. Principles and Areas of Human Development: social, emotional, cognitive and physical. Stages in life span-Approach from conception to old age, characteristics. tasks, needs and problems at each stage
4. Factors influencing human behavior –
 - A. Heredity-concept, mechanism and influence
 - B. Environment – concept and influence of social, physical and family environment
 - C. Concept of Self
5. Psychological processes in behavior.
 - a. needs and motives
 - b. emotions
 - c. perception
 - d. intelligence
 - e. Learning and motivation
6. Maladjustment and intervention
 - a. behavioral problems in children
 - b. personality problems
 - c. social deviation and addiction
 - d. psychological counseling
7. Process of adjustment
 - a. concept and factors
 - b. stress and frustration
 - c. Conflict
 - d. Coping Mechanism
 - e. Defense Mechanism

REFERENCES

- | | | |
|---------------------------------------|---|--------------------|
| 1. Social Psychology | - | R. N. Ghatole |
| 2. Psychology and Effective Behaviour | - | James C. Coleman |
| 3. General Psychology | - | S. K. Chaube |
| 4. Abnormal psychology | - | S. B. Chaube |
| 5. Developmental Psychology | - | Elizabeth Hurlock |
| 6. Manas shastrachi Multatwe | - | Prof. R. V. Pandit |
| 7. Manas shastra | - | Dr. S. S. Rane |

SW-116 : SOCIAL GROUP WORK

Objectives —

- a. Appreciate the importance of groups in the life of an individual
- b. Develop awareness about the specific characteristics of group work and its contribution as a method of social work
- c. Gain knowledge about group formation and the use of variety of group approaches and types of groups such as family, staff etc.
- d. Develop understanding of concepts, dynamics and small group theory in relation to various types of groups such as family, staff etc.
- e. Develop knowledge of the skills and techniques to be used by the social worker in groups and awareness of various program media and skills of program planning

Content :-

1. Social Group Work- Definition, Meaning, Concept, Scope, Objectives and History of Social Group Work, Principles and Values of Social Group Work- Relationship between Social Case Work and Group Work
2. Theories and Models in Group work Theories applicable to group work and models in group practice, Approaches to group work, social group work in different settings
3. Group Dynamics and Processes importance of group processes, Planning phase, Beginning phase, Middle phase, Ending phase, Recording in Group Work, Stages of Group Development and Use of Programme for Group Development – Orientation Stage, Working Stage, Termination Stage, Programme Planning, Implementation and Evaluation.
4. Role of Group Worker Enabler, Therapist, Helper, Resource Mobilizer and Evaluator Skill of Social Group Worker.
5. Use of Program as A Tool Program Meaning, Goals and Principles,
6. Recording and Evaluation in Group Work Importance and Method of Recording in Group work, Recording Structure, types and Principles of Recording Importance of Evaluation and types of Evaluation, Methods of Evaluation,
7. Program Laboratory Play, games, Singing, Dancing, Role Play, Story Telling, Puppetry, Group Discussion and Excursion – Group Work practices among Children, Youth, Aged, Women and in different setting

REFERENCE :

- Alissi, A.S. 1980 - Perspective on social practice: A book of reading, New York: the Free Press.
- Balgopal, P.R. and Vassil T.V. 1983 - Group in social work-An ecological perspective, New York Macmillan Publishing Co. India
- Brandler S. and Raman CP. 1999 - Group Work, Skills and Strategies for effective Intervention New York: The Haworth press.
- Gariand, J.A. (d) 1992 - Group Work reaching out: People, places and power, New York : The Haworth Press.
- Garwin, C.1987 - Contemporary Group Work, New York: Prentice-Hall Inc
- Kemp, C.G. 1970 - Perspectives on the group process, Boston: Houghton Mifflin C.
- Klein, A.F. 1970 - Social work through group process : School of social welfare-Albany: State University of New York.
- Konopka, G. 1963 - Social group work: A helping process, Angle wood cliff. NJ prentice Hall Inc.
- Kurland R. and Salmon, R. 1998 - Teaching a method course in social work with groups, Alexanria: Council on social work education.
- Middleman, R.R. 1968 - The Non-Verbal Method in working with groups
- Northen, H. 1969 - Social work with groups, New York : Columbia University Press.
- Pepell, C.P. and Rothman, B. - Social Work with groups, New York: The Haworth Press
- Sundel, M.Glasser P., Sarri, R. Vinter, R. 1985 - Individual change through small groups, New York : The Free Press.
- Toselance, R.W. 1984 - An Introduction to Group Work practice, New York: Macmillan publication co.
- Trecker, Harieigh B.1990 - Social Group Work: Principles & practice, New York : Association Press.
- Wilson G. Rayland, G.1949 - Social Group Work practice, Boston: Houghton Mifflin, Co.
- Dr. Prajakta Tanksale - Gat Karya (group work) I & II

SW-121 : PROFESSTIONAL DEVELOPMENT OF SOCIAL WORKER

1. Self Development - Meaning of self development, Need of self development for social work,
2. Understanding the Perception - Meaning & Importance
3. Self Awareness. - Meaning & Importance
4. Communication - Understanding the theoretical frame work
Meaning, Process, Characteristics, Channels, types, Workshops on communication, Use of audio visual & Innovative media.
5. Social Work Methods Training- Case work - intake interview, intake & engagement with client, client pro forma, use of simulation games in case work process,
Group work – use of role play, games in process of group work
Community organization – skills in community work, conducting the sessions of community organization.
6. Use of Internet in Social Work - Meaning of Internet, Areas of social work practice through Internet : communication, general & formal research, networking, advocacy, fund-raising

REFERENCE :

- Datar S. & others 2009 - Skill Training for Social Workers – A Manual, SAGE Publication.
- American Association of Social Workers. 1931 - Social Casework : Generic & Specific. New York : American Association of Social Works.
- Batra, Pramod. 1992 - Management thoughts - A Collectin. New delhi : Thomson Press (India) Ltd.
- Boldock, P. 1974. - Community Work and Social Work. London : Roputledge & Kegan Paul.
- Burnard, Philip. 1989 - Teaching Interpersonal : A Handbook of Skills : Experimental Learning for Health Professionals. London : Chapman and Hall.
- Commonwealth Secretariat. 1998 - Inadbook Working with Communities. UK : Commonwealth Secretariat.
- Gangrade, K.D. 1971 - Community Organization in India Bombay : Popular Prakashan.
- Mathew, Grace. 1992 - An Introduction of Social Case Work Bombay : Tata Institute of Social Sciences.
- Pippins. J.A. 1980 - Developing Casework Skills. California : Sage Publications.
- Sheafor, Bradford, Charles Horejsi and Gloria Horejsi. 1992 - Techniques and Guidelines for Social Work Practice. London : Allyn & Bacon.

SW-122 : COUNSELING FOR SOCIAL WORKERS

Objectives — 1. to inculcate helping and guidance skills among the trainees
2. to introduce the trainees to various settings requiring guidance and counseling skills
3. to introduce them to career information in counseling

- | | | |
|-----------|---|--|
| a) | Concept of counseling | Meaning, scope and need for counseling, emergence and growth of counseling, approaches to counseling |
| b) | Methods, tools and skills | Methods and types of counseling, process of counseling, skills in Counseling |
| c) | Special areas and settings | Guidance and counseling in educational setting, importance of group counseling, special areas of counseling – family group consultation, family and child counseling, pre marital and marriage counseling, counseling with Delinquents, career oriented guidance |
| d) | Kinds of guidance services | individual inventory, information and placement service, follow up and evaluation service, career guidance for children with special needs (Disabled) |
| e) | Professional Preparation and Training for counseling | Academic preparation, practical skills, Legal consideration, Ethical standards |
| f) | Techniques and Tasks | Acceptance, restatement, summary, clarification, general lead, reassurance, advice and rejection, Information giving, test interpretation, referrals |

Recommended References –

- | | | |
|----|-----------------------------------|--|
| 1. | Guidance and Counseling | A.David, Commonwealth Pub. Ansari Rd., Dariaganj, New Delhi. |
| 2. | Effective Guidance and Counseling | Manju Gupta, Mangal Deep Pub., M.L Rd., Jaipur. |
| 3. | Career Information And Counseling | Nibedita Dash and B.N Dash, Dominant Pub.,4378, M.L street, Ansari Rd, Dariaganj, New Delhi. |
| 4. | Counseling and Guidance | S. Narayan Rao, Tata McGraw hill Pub.7, Patel Nagar West |

SW-123 : SOCIAL WORK RESEARCH AND STATISTICS

The course is to equip learners to utilize, conduct research as service managers to improve services, evaluate and develop new services and methods of intervention, strategies, techniques and be an effective consumer of the research.

Objectives

- a. develop an understanding of scientific approach to social and human enquiry in various aspects and processes.
- b. understand major research strategies , meaning, scope and importance of social work research
- c. develop attitude consonant with scientific approach- concern for accuracy, awareness about one's own prejudices
- d. develop attitude favorable for judicious integration of practice, research and theory
- e. develop ability to conceptualize, formulate and conduct research project
- f. make informed assessment and judicious use of research studies and findings
- g. develop skills for use of library and documentation services

Course content

1. **Introduction to Research**
Concept of research, need for and emergence of social work research , definition of social work research, concept of scientific method ,evaluation research in social work
2. **Methods of Social Work Research**
Types of research, selection of research problem (topic), Review of literature
Collection of primary data- Case study, Survey, Observation, Interview, Questionnaire and interview schedule
Collection of secondary data-publications of private and governmental Organizations, books and journals, reports prepared by scholars and Universities
3. **Research Design**
Meaning, importance and types of research design-Single subject, Exploratory, Descriptive and Experimental research designs
4. **Hypothesis**
Meaning, types, importance and sources of hypotheses
5. **Sampling**
Meaning of sampling, types of sampling,
 - a) Probability sampling—Random sampling, stratified and proportionate and Disproportionate stratified sampling
 - b) Non-probability sampling- accidental sample, quota sample and purposive sample
6. **Measurement in Social Research**
Levels nominal, ordinal, interval and ratio, mean, mode and median. Standard deviation
7. **Data Processing, Classification and Analysis**
SPSS statistical package for social sciences, graphical presentation
8. **Report Writing**
Significance of report writing, Layout of Research Report

References

- Ackoff, R.L., 1992
Scientific Method, optimizing Applied Research Designs, New York, John Wiley and Sons
- Bailey, Kenneth, D 1987
Methods of Social Research, New York, Free Press
- Denzin, Norman and Lincoln
Handbook of Qualitative Research, New Delhi, Sage Pub
- Goode, W.J. & Hatt
Methods in Social Research, McGraw Hill Pub.
- Balock H.M
1. Social Statistics
2. Methodology in Social Research, McGraw Hill
- Jefferies, J. and Diamos
Beginning Statistics: an introduction for Social Scientists, New Delhi, Sage Pub.
- Marshall, Gantherine & Rosaman
Designing Qualitative Research, III Ed., New Delhi, Sage Pub.
- Mukharji, Partha N
Methodology in Social Research, New Delhi, Sage Pub
- Ramchandran, P
Issues in Social Work Research in India, 1988
Tata Institute of Social Sciences, Mumbai.
- Research in Asia, 1995
Research Network series No. 3, New Delhi PRIA
- Field ,Andy, 2000
Discovering Statistics using SPSS, New Delhi, Sage Pub.
- Laldas D.K.
Practice of Social Research, Rawat Pub. Jaipur
- Jain Gopal
Research Methodology, Mangal Deep Pub. Jaipur
- Laldas D. K
Design of Social Research, Rawat Pub. Jaipur
- Bhandarkar and Gokhale
Samajshastriya Sanshodhan Paddhati (Marathi)
- Ghatole R.N
Samajshastriya Sanshodhan Tatwe ani Paddhati
- Dr.Aaglawe Pradeep
Samajshastriya Sanshodhan Sainath Pub
- Dr.Bodhankar Sudhir
Samajik Sashodhan Paddhati, Sainath Pub, Nagpur
- Dr.Bhonsale, Taruja
Sanshodhan Paddhati (Marathi) sai, Banda, Tal. Savantwadi
- Dr. Khairnar Dilip
Pragat Samajik Sashodhan Paddhati, Diamond Pub, Pune
- Dr.Borude R.R
Sanshodhan Paddhati , Pune V.G. P.

SW-124 : INTRODUCTION TO THE CONSTITUTION OF INDIA

1. Constitution
 - a. Definition and Classification
 - b. Sources of Constitution
 - c. Constitutional Conventions
 - d. Salient features of Indian Constitution
 - e. Philosophy of the constitution
2.
 - a) Fundamental Rights & Duties
 - b. Directive principles of state policy
 - c. Procedure for constitution amendment
3.
 - a) Union Government – the executive, the legislature
 - b) State Government – the executive, the legislature
 - c) The administration of union territories
4.
 - a) The Local Government – Panchayat Raj, Municipalities
 - b) Administration of Schedule & Tribal areas
 - c) State of Jammu & Kashmir
5.
 - a) The Judiciary in general - The Supreme Court & The High Court
 - b) Public Interest Litigation
 - c) Meaning, Importance, Need & Limitation
6. Provisions for SC/ST/OBC and Minorities

Books Recommended

1. D.D.Basu, Shorter Constitution of India, 2001 Wadhwa, Nagpur
2. H.M.Seervai, Constitution of India, Tripathi Bombay
3. V.N.Shukla, Constitution of India, Eastern Book Co. Lko.
4. M.P.Jain, Constitution of India, Wadhwa Nagpur
5. B.K.Sharma, Introduction to Constitution of India, Prentice Hall
6. Dr. Basu Durga Das, Introduction to the Constitution of India, LaxisNexis, Gurgaon, India.
7. डॉ. वा.भा.पाटील, भारतीय राज्यघटना भाग १ व २ प्रशांत पब्लिकेशन, जळगांव, भारत.
८. डॉ. विष्णु रामदास गुंजाळ - पंचायतराज, ग्रामिण विकास (सरपंच) अथर्व पब्लिकेशन, धुळे, भारत.

Class :- MSW – I Year
CD-1 : Problems of Urban, Rural & Tribal Communities

PART – I Problems of Urban Communities

- 1} Problems of Urban Communities
a) Meaning, Concept and Definition of Urban Community.
- 2} a) Rural to Urban Migration, its Causes and Impact on Urban Life.
b) Problems of Urbanization, Industrialization and environmental pollution.
- 3} a) Urban slums Growth, Causes, effect on Urban life and Remedies.
b) Problems of Housing, Health, Recreation , education, water and sanitation
c) Problems of Urban unemployment

PART – II : Problems of Rural Communities

- 5} Meaning, Concept of Rural Community.
- 6} a) Poverty-Concept, definition, distribution of population below poverty line, Indicators of poverty, causes of poverty.
b) Unemployment- Causes of Unemployment
- 7} a) Problems of Agriculture – Soil erosion , Soil conservation fertilizers , seeds, Crop yielding, Irrigation, Water management, plant breed.
- 8} a) Problems of Rural Credit system & Banking
b) Causes of farmers suicide
c) Problems of Education, Drinking water,
d) Problems of small scale and cottage Industry

PART – III : Problems of Tribal Communities

- 9} Meaning and Concept of Tribal Community
- 10} Educational Problem – Educational Backwardness- educational status of Tribal people
- 11} Health problems- malnutrition among women and children, Health Hazards (Blind faith and superstition) Alcoholism
- 12} Impact of deforestation.

REFERENCE BOOKS –

- | | | | |
|-----|--------------------|---|--------------------------------|
| 1) | A. R. Desai | - | Rural Sociology |
| 2) | गुरुनाथ नाडगोंडे | - | ग्रामीण समाजशास्त्र |
| 3) | G. Das | - | Urban Sociology |
| 4) | Dr. Vatsayan | - | Rural Sociology |
| 5) | G. Das | - | R.& V. Sociology |
| 6) | डॉ. दा. धा. काचोळे | - | नागरी समाजशास्त्र |
| 7) | रा. जा. लोटे | - | ग्रामीण व नागरी समाज |
| 8) | दिलीप खेरनार | - | आधुनिक भारतातील सामाजिक समस्या |
| 9) | भा. की. खडसे | - | भारतीय सामाजिक समस्या |
| 10) | गंगाधर कराळे | - | ग्रामीण समस्या व विकास |

CD-2 : Developmental Communication

1. a) Concept, Definition, Function, Importance and scope of communication
b) Characteristics of communication
c) Communication Channels – Classification of Channels, selection of communication channels for development purpose.
2. a) Feedback in Communication
i) Communicator – Communicate Relationship
ii) Process of Feedback in Communication
iii) Effect of Feedback in communication.
b) Organizational communication in Development
i) Meaning and Type of Organizational communication
3. Communication planner- Role and training.
a) Meaning and Scope of communication planning
b) Communication planning in support of development.
c) Role and Task of Communication planner
d) Importance of training in communication
4. Interpersonal Communication and mass-media in development societies.
a) Development issues of communication.
b) Communication in developing countries
c) Mass-media in developing societies
d) Use of puppets, songs, poster, logos for camping, Monitoring and evaluation of development initiative
5. Communication approaches for development
1) Individual approach
2) Group approach
3) Mass approach
4) Extension
5) Formal Education
6) Audio-visual aids
6. Barriers in communication.

REFERENCE BOOKS –

- | | | | |
|----|---|---|---|
| 1. | Education and Communication for Development | - | O. P. Dhama
O. P. Bhatnagar |
| 2. | Communication and Development | - | S. R. Mehta
Rawat Publication-Jaipur/
Delhi |
| 3. | More effective communication | - | P.C.Sikligar –
(मंगललदिय पब्लिकेशन, नागपूर) |
| 4. | व्यावसायिक संदेशवहन | - | प्रा. मोहन सराफ / प्रा. रमेश दापके |
| 5. | संदेशवहन | - | प्रा.डॉ. प्रकाश बोबडे |
| 6. | संदेशवहन | - | डॉ. शांताराम मोगते |
| 7. | Communication and Development | - | S. R. Maheshwari. |

G-1 : Rural, Urban and Tribal Societies in India

Introduction

This course aims at helping student to understand Urban, Rural and Tribal Society and develop knowledge, skill and attitude of the student.

Learner Objectives

1. Understand Urban, Rural and Tribal societies and their problems.
2. Understand the change processes in Urban, Rural and Tribal Societies.
3. Understand issues and their implications in Urban, Rural and Tribal Welfare.
4. Understand the limitation and challenges for interventions by social workers.

Course Contents

1. Indian Society -Meaning, concept and characteristics of Urban, Rural and Tribal societies in India.
2. Changing pattern of social Institutions in Urban and Tribal Societies, Family, marriage, kinship, Religion & caste
3. Economic system and changing patterns Occupational pattern
 1. Stratification
 2. Resources - Access, Control and use.
4. Problems of Urban, Rural and Tribal Societies in India
 - I] Economic problem :- Poverty, unemployment and inequality in access to resources
 - II] Environmental Problems – Ecological imbalance, resources, Pollution, Waste Disposal and sanitation.
 - III] Socio-Cultural problems-inequality (class, caste and gender), changes in life style and impact of Global culture.
 - iv] infrastructure and amenities :- Water, energy, power and housing, Road Transport and Communication, health care service, education.
 - v] Displacement - Development projects, (Highway, dams, Special Economic Zones, large scale industries)
5. Development of Urban, Rural and Tribal Societies in India.
 - 1) Role of Local self Government.
 - 2) Govt. programmes, Projects and Schemes.
 - 3) Role of International, National Organizations and Non-Governmental Organizations.

Reference Books

1. Social Work in Urban India - Nagpaul Hans Jaipur: Rawant Publications, 1996,2005
2. Urban Sociology - Singth K., Lucknow: Prakashan Kendra 1996
3. Urban Sociology planning - New Delhi-Sarup and sons- 2006 administration & management
4. Rural Sociology - Rajendra New Delhi Atlantic Publishers and Distributor 1997
5. Rural Sociology - Dr. Hansraj New Delhi Surjeet Publication 1992
6. Tribal Education - Deshmukh B. A. New Delhi Sonali publication 04
7. Encyclopedia of social work - Volume – I C.P. Yadav New Delhi Anmol and community Organization - Publication 2007
8. Human right of Tribal –volume –I - John K. Thomas New Delhi: Isha book published in 2005
9. Human right of Tribal – volume –II - John K. Thomas New Delhi: Isha book publisher in 2005
10. Encyclopedia of social welfare - Modern perspective on social work Anand Sirohi New Delhi:- Dominant publishers & Distributors 2005
11. Encyclopedia of social work - Jainendra Kumar Jha Vol. 3 & vol. 4 New Delhi : Anmol publication 2001

G-2- Social Security and Labour Welfare

Introduction

This Course Aims At Helping Student to Develop Knowledge and Skills of Social Security and Labour Welfare Service and Acts

Objectives

- Acquire Knowledge of Various social Security Schemes.
 - Develop the Skills to analyze the situation of Labour and understand labour welfare Facilities.
 - Understand Labour Welfare Acts and concept of social Insurance and Social Assistance
- Course Content

Part-I Social Security

1 Social Security in India

- a) Concept, Meaning and scope of Social Security.
- b) Historical Review of social security In India.
- c) Need and Importance of social security in present context.

2 Constituents of social security

- a) Social Insurance: Meaning, Concept, Scope, Need and Importance
- b) Social Assistance: Meaning, Concept, Scope, Need and Importance

3- Social Security Legislation

- a) Factory Act-1948
- b) Employees State Insurance Act-1948
- c) Workmen's Compensation Act-1923
- d) Employees Provident Fund and Miscellaneous Provision Act-1952
- e) Maternity Benefit Act-1961(Including 6th pay commission provision)

4-Social Security Schemes in India

- a) Pension Schemes (Since 2005 after and before)
- b) Family Pension
- c) Old Age Pension
- d) Employment Guarantee Schemes of Government of Maharashtra and India
- e) Social Assistance schemes In India

Part-II Labour Welfare

1-Labour Welfare

- a) Labour welfare: Definition, Philosophy, Objectives, Principles and Scope.
- b) Intra-Mural and Extra-Mural Measures of labour welfare
- c) Statutory and Non statutory labour welfare provision/facilities / & programmes.
- d) Duties, Responsibilities and. Role of Labour Welfare Officer.
- e) The Maharashtra Labour Welfare Board and Centers: Structures, function ,Objectives and programmes

2- Social Work in Industry

- a) Concept, goals, scope and applicability of social work methods, tools, techniques and intervention strategies.
 - b) CSR: Meaning, concept, nature, objectives and over view of various projects.
 - c) Role of social work in implementation of welfare schemes, employees counseling, capacity building and rehabilitation.
 - d) Use of Yoga, Meditation and Vipassana as a tool of Industrial Social Work.
-

References:

1. A K Sharma, *Social Security and Labour Welfare*, Sage Publication, New Delhi.
2. Jian, *Labour Laws in India*, Concept Publication, New Delhi, 2009.
3. D. M. Oswal, *Social Security Legislations in India*, Deep & Deep Publication, New Delhi, 2011.
4. Bodhankar, *Organizational Behavior*, Saket Prakashan, Nagpur
5. M. S. Gupta, *Yoga, Meditation and Vipassana for Industrial Peace*, Mangal Deepa Publications, Jaipur. 2009
6. Francis, Abraham P. *Employee Assistance Program in Industrial Organizations : social work Concepts and practice*, Authors press, New Delhi, 2012
7. Stephen P. Robbins, *Organizational Behavior*, Prentice- Hall of India Pvt. Ltd. New Delhi, 2003
8. K. Narendar Jetli, *Human and Natural Resources of India*, New Century Publications, New Delhi, India, 2010.

Marathi Books:

1. Kamagar Sanhita:
2. Audyogik Samaj Shastra

Kamgar Kalyan: Gokhale Sharadchandra M.V.G.N.M, 1976

PMIR – I

Labour Welfare

Learner Objectives

1. Develop the knowledge of employee welfare: pre- independence, post independence & its changing nature in the era of globalization.
2. Understand the importance of health, hygiene and problems related to industrial hazards occupational diseases and its safety management.
3. Know various governmental organizations working for employee welfare
4. Develop insight of employee welfare Programme and its relevance to work culture and productivity.

Contents

1. Labour Welfare : concept, definition, objectives, Principles, scope and machinery of labour welfare in India.
Types of labour welfare : Intra-mural & extra mural measures/agencies of labour welfare, Statutory and Non-Statutory labour welfare provisions
2. Welfare Officer : duties, responsibilities, role and function of welfare/labour welfare officer in industry. Changing role and challenges before welfare officer in emerging industrial set-up.
3. Industrial Health & Hygiene and safety Management: Industrial hygiene and occupational health. Health at work and at home, problems of hygiene and industrial safety in the factory, safety management-policy & programmes. Safety climate, Role of safety officer.
Social Security : Policies & Programmes
International Labour organization, setup-conventions, role of ILO .
The Maharashtra Labour welfare Board : Structure and functions objectives, programmes and its contribution to the well being of the working class.
Industrial Social Work: (a) Concept, goals, scope and application of social work methods, intervention strategies its application and limitations
(b) Role of social work in welfare, problem solving employees counseling, and rehabilitation of employees.

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PMIR – II : Labour Legislation

1. **Labour Legislation** :- Objectives, Principles, Classification, and Evolution of Labour Legislation in India, labour legislation & Indian Constitution
2. **Legislation on Working Conditions** :
 - a. The Factories Act, 1948
 - b. The Plantations Labour Act, 1951
 - c. The Contract Labour (Regulation And Abolition) Act, 1970
 - d. The Mines Act, 1952
 - e. The Bombay Shops and Establishments Act, 1948.
3. **Legislation on Social Security:**
 - a. The Workers Compensation Act, 1923
 - b. The Employees State Insurance Act, 1948
 - c. The Employees Provident Funds & Miscellaneous Provisions Act, 1952
 - d. and the Employees Pension Scheme (Since 2005 after and before)
 - e. The Maternity Benefit Act, 1961
 - f. The Payment of Gratuity Act, 1972
 - g. The Apprentices Act, 1961
4. **Legislation on Wages:**
 - a. The Payment of Wages Act, 1936
 - b. The Minimum Wages Act, 1948
 - c. The Payment of Bonus Act, 1965
5. **Legislation on Labour Welfare Funds:**
 - a. Maharashtra Labour Welfare Fund Act, 1961
6. **Legislation on Industrial Relations:**
 - a. The Trade Unions Act, 1926
 - b. The Industrial Employment (Standing Orders) Act, 1946
 - c. The Industrial Disputes Act, 1947
 - d. The Maharashtra Recognition of Trade Unions and Prevention of Unfair Labour Practices Act, 1971

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TW-I : TRIBAL LIFE IN INDIA

- 1) Definition of Tribe, Characteristics of Tribes, population strength and distribution-list of major Tribes in India and Maharashtra.
- 2) Tribal Life – Tribal Marriage, Family, Kinship, Tribal Village. Socio-economic life of Indian Tribes.
- 3) Tribal Movement – Socio-political movements among the Indian Tribes,
- 4) Tribal Women –Status of Tribal women, Role of Women in Family and economic activities.
- 5) Changes in Tribal Life – Elements of changes in Tribal Life, Impact of interaction between Tribal and Non – tribal people.
- 6) Religious identity of Tribal communities
- 7) Features of Tribal Eco-system

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TW – II : TRIBAL PROBLEMS IN INDIA

- 1) Major problems of Tribal people, causes & classification of problems.
- 2) Development Projects and Tribal people – Problems of displacement due to Mega & Minor projects, effects of developmental projects on Tribal Life, difficulties in rehabilitation of displaced tribal population, displacement due to sanctuaries and National parks.
- 3) Educational Problems – educational Status of tribal people, absenteeism, educational backwardness
- 4) Health problems – Malnutrition among Tribal Women & children, Blind faiths and Superstition, health hazards, Alcoholism, Problems such as sickle cell anemia, T.B., leprosy
- 5) Land Alienation – Migration, economic exploitation and indebtedness. Problem of encroachment in Forest land
- 6) Applicability of Social work methods in solving Tribal problems.
- 7) Impact of Deforestation & Forest Laws on Tribal Life.

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Equivalent Subjects
MSW I

Subject Code	Old course Semester pattern 2010	Subject Code	New course Semester pattern 2014
SW-111	Introduction to social work	SW-111	Introduction to social work
SW-112	Social Case Work	SW-112	Social Case Work
SW-113	Sociology and Indian social Problems	SW-113	Sociology and Indian social Problems
SW-114	Introduction to field work practice	SW-114	Introduction to field work practice
SW-115	Psychology for Social Workers	SW-115	Psychology for Social Workers
SW-121	Social group work	SW-116	Social group work
SW-122	Counseling for Social worker	SW-122	Counseling for Social worker
SW-123	Social work research and statistics	SW-123	Social work research and statistics
A- Generic Group			
G-1	Rural, Urban & Tribal Society in India	G-1	Rural, Urban & Tribal Society in India
G-2	Social Security and Labour welfare	G-2	Social Security and Labour welfare
B. Tribal welfare			
TW 1	Tribal life in India	TW 1	Tribal life in India
TW 2	Tribal Problems	TW 2	Tribal Problems
C. Community Development			
CD 1	Communication for Development	CD 1	Problems of Rural, Urban and Tribal Community
CD 2	Problems of Rural and Urban Community	CD 2	Communication for Development
D. PMIR			
PMIR 1	Labour Welfare	PMIR 1	Labour Welfare
PMIR 2	Labour Legislation	PMIR 2	Labour Legislation

MSW II

Subject Code	Old course Semester pattern 2010	Subject Code	New course Semester pattern 20114
Compulsory Subjects			
SW-231	Community organization and social action	SW-231	Community organization and social action
SW-232	Social legislation and constitution of India	SW-232	Social legislation
SW-241	Social policy, planning and administration	SW-241	Social policy, planning and administration
SW-242	Community health and environmental Hygiene	SW-242	Community health and environmental Hygiene
Generic Group			
G 3	Correctional Social Work	G 3	Correctional Social Work
G 4	Development of Weaker sections	G 4	Development of Weaker sections
G 5	Population and Environment	G 5	Population and Environment
G 6	Institutional Management	G 6	Institutional Management
G 7	Social welfare and social Justice	G 7	Social welfare and social Justice
G 8	Family and child welfare	G 8	Family and child welfare
Tribal Welfare			
TW 3	Rural and Tribal Welfare	TW 3	Rural and Tribal Welfare
TW 4	Environmental Social Work	TW 4	Environmental Social Work
TW 5	Environment Policy and Law	TW 5	Environment Policy and Law
TW 6	Administration of Tribal welfare schemes	TW 6	Administration of Tribal welfare schemes
TW 7	Environment Development Programme	TW 7	Environment Development Programme
TW 8	Tribal Tradition and Change	TW 8	Tribal Tradition and Change
PMIR			
PMIR 3	Personnel Management and Human Resources	PMIR 3	Personnel Management and Human Resources
PMIR 4	Industrial Relations and Trade Unions in India	PMIR 4	Industrial Relations and Trade Unions in India
PMIR 5	Industrial Sociology	PMIR 5	Industrial Sociology
PMIR 6	Labour Economics and Indian Labour Problems	PMIR 6	Labour Economics
PMIR 7	Personnel Procedures and Practices	PMIR 7	Personnel Procedures and Practices
PMIR 8	Industrial Psychology	PMIR 8	Industrial Psychology
Community Development			
CD3	Rural economy and Cooperation	CD3	Rural economy and Cooperation
CD4	Community Development, Extension and PR	CD4	Community Development and PR
CD5	Management of Voluntary Organizations	CD5	Management of Voluntary Organizations
CD6	Social Education and Communication	CD6	Social Education
CD 7	Urban Welfare (Problems and Scheme)	CD 7	Urban Welfare (Problems and Scheme)
CD 8	Municipal Administration	CD 8	Municipal Administration