

M.S.W. – III
SEMESTER (CBCS)



C. U. SHAH UNIVERSITY

WADHWAN CITY



Faculty of Social Sciences
 VBT's Institute of Social Work
 Semester: 3
 Code: 5SS03FCY1
 Name: Family, Child and Youth Welfare

Teaching and Evaluation Scheme:-

| Subject Code | Name of the Subject | Teaching Scheme (Hours) | | | | Credits | Evaluation Scheme | | | | | | | |
|---------------|---------------------------------|-------------------------|-----|-------|-------|---------|-------------------|-----|-----------------|---|-------------------|----|------------|-------|
| | | Th | Tu | Pr | Total | | Theory | | | | Practical (Marks) | | | Total |
| | | | | | | | Sessional Exam | | University Exam | | Internal | | University | |
| | | Marks | Hrs | Marks | Hrs | | Pr/Viva | TW | Pr | | | | | |
| 5SS03 FCY1 | Family, Child and Youth Welfare | 3 | 0 | 0 | 3 | 3 | 30 | 1.5 | 70 | 3 | -- | -- | -- | 100 |

OBJECTIVES:

- To understand the family as a social institution
- To understand the impact of Globalization on family & social system.
- To sharpen the skills, techniques & interventions required for working with family.
- To understand the Governmental efforts for strengthening the families.

COURSE CONTENT:

UNIT –I: Family as a social institution

1. Definition & Concept of family
2. Types of family
3. Functions of family
4. Definition & Concept of Marriage
5. Types of Marriage
6. Changes in Marriage & Family

UNIT – II: The Family in the context of Social Change

1. Concept and characteristics of social change.
2. Impact of migration, industrialization, urbanization, liberalization, privatization and globalization on family.
3. Family Disorganization – Concept, problems in families & violence in families.

UNIT – III: Child Welfare

1. Child Welfare: Definition & Concept.
2. Problems of Children
 - a. Child Labour – Definition, Concept & Causes
 - b. Female Foeticide – Meaning & Concept
 - c. Child abuse & child neglect – Meaning & Concept

3. Services for Child Welfare
 - a. Adoption services & Brief about Central Adoption Resource Agency
 - b. Foster Care
 - c. Child Guidance Clinics
 - d. ICDS
4. Role of NGO's in the field of child development

UNIT – IV: Youth Welfare

1. Youth : Concept, definition & characteristics
2. Youth Unrest – Meaning & Concept
3. Youth welfare programmes run by the Government (National Service Scheme, Nehru Yuva Kendra)
4. Youth welfare programmes run by NGOs (Case- Studies)

UNIT – V: Work with families

1. Family Centered Social Work – Definition & Concept
2. Principles of Family Centered Social Work
3. Methods of Family Centered Social Work
4. Family Therapy
5. Crisis Intervention in families.

References:

1. Desai Murli (1986) Family and Intervention – Some Case Studies, Mumbai : TISS.
2. Family Life Education in India, (1969) (Perspectives Challenges & Application) Jouer, Linda J. (1994)
3. The Social Context of Health & Health Work, Macmillan Press Ltd.
4. LSS O'Malley India's Social Heritage, Kanpur : Vikas Publishing House Pvt. Ltd.
5. Rose, Peter I., Glazer Myron, Glazer Penina Migdal (1982) Sociology (IInd Edition)
6. Inquiring into society Ramu G. N. (1977) Family Structure & Fertility, New Delhi/New Bury Park, London :Sage Publication
7. Singh, Yogendra (1997) Social Stratification & Change in India1997, New Delhi : Manohar Publication
8. Harris, C. C. (1969) The Family an Introduction, London : George Allen and Unwin Ltd.
9. Burgess, Ernest W., Locke Harvey J., Thomes Mary Margare (4th edition), New York, The Family from Traditional to companionship Van Nostrand Reinhold Co.
10. Elliott & Merril (1960) Social Disorganization, New York : Harper & Brother Pub.
11. Gore, M S (1968) Urbanization and Family Change, Mumbai : Poplar Prakashan
12. Green Arnold W. (1964) Sociology (Analysis of life in Modern Society), MacGraw Hill Book Co
13. Jayapalan N. (2001) Indian Society & Social Institutions – Vol. I, New Delhi : Atlantic Publishers & Distributors
14. Kumar, S., Chacko, K. M. (1985) Indian Society & Social Institutions, New Delhi : New Heights Publishers & Distributors
15. Lal, A. K. (1989) The Urban Family : A Study of Hindu Social System, Concept, New Delhi : Publishing Company
16. Larlton E, Munson (1983) Social Work with Families – Theory and Practice, New York : The Free Press
17. Leouard Brown, Philip Selznick (4th Ed.) Sociology – A text with adapted readings, New York, Evanston and London : Harper & Law Publication

18. Lowie, Robert H. (1950) *Social Organization*, London : Routledge and Kegan Paul Ltd.
19. Maciouis, John J. (1993) (4th Ed,) *Sociology*, New Jersey : Prentice Hall Englewood Cliffs
20. Nichols, Michall P. & Richard, C (1991) (2nd edition), *Family Therapy Concepts and Methods*, London : Allyn and Bacon
21. Nisbet, Robert A., Knopf (1970) *The Social Bond – An Introduction to the study of Society*, New York
22. Alfred A. Philips Belanard S. (1969) *Sociology Social Structure & Change*, London : Macmillan Co.
23. Rajeshwar Prasad, Hallen, G. C., Pathak, Kusum, *Conspectus of Indian Society*, Agra : Satish Book Enterprise, Motikatra
24. Reece McGee, Holt Rinehart and Winston N Y(1980) *Sociology – An introduction*
25. Sharma, Rajendra K. *Fundamentals of Sociology*, Atlantic Publishers & Distributors
26. Williamson, Robert C. (1967) *Marriage and Family Relations*, New York, London, Sydney : John Wiley and Sons, Inc.
27. Williamson, Robert C. (1967) *Marriage and Family Relations*, New York, John Wiley & Sons, Inc.



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WADHWAN CITY



Faculty of Social Sciences

VBT's Institute of Social Work

Semester: 3

Code: 5SS03HRM1

Name: Labour Welfare and Human Resource Management

Teaching and Evaluation Scheme:-

| Subject Code | Name of the Subject | Teaching Scheme (Hours) | | | | Credits | Evaluation Scheme | | | | | | | |
|--------------|--|-------------------------|----|----|-------|---------|-------------------|-----|-----------------|-----|-------------------|----|------------|-------|
| | | Th | Tu | Pr | Total | | Theory | | | | Practical (Marks) | | | Total |
| | | | | | | | Sessional Exam | | University Exam | | Internal | | University | |
| | | | | | | | Marks | Hrs | Marks | Hrs | Pr/Viva | TW | Pr | |
| 5SS03 HRM1 | Labour Welfare and Human Resource Management | 3 | 0 | 0 | 3 | 3 | 30 | 1.5 | 70 | 3 | -- | -- | -- | 100 |

OBJECTIVES

- Develop the knowledge of employee welfare: pre-independence, post independence and its changing nature in the era of globalization.
- Understand the importance of Health, Hygiene and problems related to industrial hazards, occupational diseases and its safety management.
- Knowledge of various government organizations working for employee welfare.
- Develop insight of employee welfare programme and its relevance to work culture and productivity.

COURSE CONTENT

1. History of industrial development in pre and post independent era in India and emergence of industrial working class in India.
2. Labour welfare: Concept, Definition, Principles, Philosophy & Various approaches
3. Labour welfare officer's role, duties and responsibilities inside as well as outside the industry.
 1. Trade Union: Meaning, Definition, History, Types & Trade union Act
4. Labour Policy:
 1. Labour policy during Five Year Plans.
 2. Labour welfare and constitutions of India.
 3. National Commission on Labour & LIC
5. Industrial Relations: 1. Meaning, 2. Objectives 3. Approach & 4. Significance
6. Human Resource Management:
 1. Nature
 2. Definitions
 3. Objective

4. Scope
5. System Approach
6. Function :
 - a. Managerial
 - b. Operatives

7. Recruitment:

1. Definition
2. Sources
3. Methods & Techniques

8. Selections

1. Definition
2. Process

9. Placement Orientation:

1. Concept
2. Objectives
3. Purpose
- 4.

10. Inductions:

1. Meaning
2. Objectives
3. Steps

11. Promotions:

1. Purpose
2. Types
3. Policy
4. Bases

12. Transfer:

1. Purpose
2. Types
3. Benefits
4. Problems

13. Training & Development:

1. Needs
2. Training vs. Development
3. Methods/ Techniques

14. HRD:

1. Meaning
2. Features
3. Objectives
4. Sub- System

15. Performance Appraisal:

1. Meaning
2. Method

16. Wages:

1. Meaning
2. Types
3. Utility

References

1. Aswathappa K. (1999) Human Resource and Personnel Management Mc Graw Hill, New Delhi.
2. Beaumont, P.B. (1996) Human Resource Management, Key Concept Skills, Sage Publication, London.
4. Bernardih H.J. (1998) Human Resource Management Mc Graw Hill, New York.
5. Cushwary B. (1999) Organizational Behaviour and Design, Kegeen, London.
6. Diwan P. (1998) Organisation Behaviour, Excel Book, New Delhi.
7. Greeberg J. (1999) Behaviour in Organization understanding Managing the Human side of work, Prenti Hall, New Delhi.
8. Haring J.V.R. (1998) International Human Resource Management Sage Publication, New York.
9. Joseph J. (1998) Organisation Effectiveness through HRD Oxford & IBH New Delhi.
10. Kapur S. (1999) Human Resource, Development & Training Practice, Infinity Books, New Delhi.
11. Karnik V.B. (1974) Indian Labour : Problems and Prospects.
12. Karnik V.G. (1999) Human Resource Management for Business Prosperity, Labour Law Agency, Bombay.
13. Luthans F. (1998) Organizational Behaviour, Mc Graw Hill New York.
14. Malik P.L. The Industrial Law Eastern Book Company.
15. M.D. Jitendra (1998) Organisation Development and Management Training Rajat, New Delhi.
16. Moorthy M.V. Principles of Labour Welfare, New Delhi - Asia Publishing House, 1961.
17. Myers, Charles A. (1970) Industrial Relations in India by C.A. Myers & Subbhish Kannappan.
18. Narayan B. (1998) Human Resource Management, A.P. H. New Delhi.
19. Pareek Udai (1997) Training Instrument for Human Resource Development, Tata M.C.Graw, New Delhi.
20. Pattanayak B. (1998) Human Resource Training, Wheeler, New Delhi.
21. Petrick J. (1998) Total Quality in Managing Human Resources Stuici Press, New Delhi.



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Faculty of Social Sciences
 VBT's Institute of Social Work
 Semester: 3
 Code: 5SS03MSW1
 Name: Health Care & Social Work Practice

Teaching and Evaluation Scheme:-

| Subject Code | Name of the Subject | Teaching Scheme (Hours) | | | | Credits | Evaluation Scheme | | | | | | | |
|--------------|------------------------------------|-------------------------|----|----|-------|---------|-------------------|-----|-----------------|-----|-------------------|----|------------|-------|
| | | | | | | | Theory | | | | Practical (Marks) | | | Total |
| | | Th | Tu | Pr | Total | | Sessional Exam | | University Exam | | Internal | | University | |
| | | | | | | | Marks | Hrs | Marks | Hrs | Pr/Viva | TW | Pr | |
| 5SS03 MSW1 | Health Care & Social Work Practice | 3 | 0 | 0 | 3 | 3 | 30 | 1.5 | 70 | 3 | -- | -- | -- | 100 |

OBJECTIVES

- To build on the basic understanding of the concepts of health and to view it in the context of development.
- To indicative critical understanding of health policies programmes.
- To understand the role of a medical social worker in various health settings.
- To understand the needs and skills and approaches towards health care administration and hospital administration.

COURSE CONTENTS

1. Historical development of social work in relation to medicine in USA, UK and India. Contemporary situation of social work practice in health.
2. Concept of health and disease, health and environment, Health and development,
3. Public health administration and hospital administration.
4. Health care system, policy and programmes.- Health care delivery systems- macro and micro systems of health care. National health policy.
5. National health programmes and relevant health legislation. International organization and health care.
6. Nutrition and health.
7. Women and health: Women as providers and consumers of health, Child health.
8. Communicable diseases.
9. Non communicable diseases.
10. Perspective and approaches to social work practice in health- clinical and community based. Role of social worker in relation of various health level and settings, social work practice in general hospitals. Specialized medical/ mental health. Institutions/ units, community health centers, PHC.S, School health services, child guidance centers, stress intervention centers.
11. Research for monitoring, evaluation on initiatives of health care programmes and services.

12. Emerging areas of concern: disaster relief, trauma interventions, environmental issues, media and health.

References

1. Mechanic David (ed.) Reading in Medical Sociology, the Free Press, New York, 1980
2. Dorfman, Rachelle, A. (ed.) Paradigms of clinical social work, Brunner/Mazel Publishers, New York, 1988.
3. Callicutt, James, W. & Lecca, Pedru, J. (ed.) Social work and Mental Health The Free Press, New York, 1983.
4. Mane, Purnima & Gandevia, Kety Y. (ed.) Mental Health in India : Issue and Concerns, TISS, Bombay 1983.
5. Verma, Ratna, Psychiatric Social Work in India, Saga New Delhi, 1991
6. Hiramani, A.B., Health Education – An Indian Perspective, 1996.
7. WHO, Diet Nutrition and the Prevention of Chronic, Diseases, Report of a WHO Study Group, B.R. Publishing Corporation, Delhi, 1990.



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Faculty of Social Sciences
 VBT's Institute of Social Work
 Semester: 3
 Code: 5SS03HRP1
 Name: Human Rights and Social Work Practice

Teaching and Evaluation Scheme:-

| Subject Code | Name of the Subject | Teaching Scheme (Hours) | | | | Credits | Evaluation Scheme | | | | | | | |
|---------------|--|-------------------------|----|----|-------|---------|-------------------|-----|-----------------|-----|-------------------|----|------------|-------|
| | | Th | Tu | Pr | Total | | Theory | | | | Practical (Marks) | | | Total |
| | | | | | | | Sessional Exam | | University Exam | | Internal | | University | |
| | | | | | | | Marks | Hrs | Marks | Hrs | Pr/Viva | TW | Pr | |
| 5SS03 HRP1 | Human Rights and Social Work Practice | 3 | 0 | 0 | 3 | 3 | 30 | 1.5 | 70 | 3 | -- | -- | -- | 100 |

UNIT – I: Human Rights & Social Justice

1. Human Rights – Definitions, Concept
2. Nature of Rights - Moral Rights and Legal Rights
 - a. Subject-object exercise, Corresponding Duty and Justification of Rights
 - b. Negative and Positive Rights
 - c. Three Generations of Human Rights
 - d. Basic Rights
3. Social Justice – Definition, Concept
4. Types of Justice

UNIT – II: United Nations & Human Rights

1. UN Universal Declaration on Human Rights
2. International Covenant on Civil & Political Rights
3. International Covenant on Economic, Social & Cultural Rights
4. Convention on the Rights of Children
5. Convention on Elimination of All Forms of Discrimination Against Women

UNIT III: Contemporary Human Rights Issues

1. Minorities & Disadvantaged groups (women, children, racial-religious-sexual minorities & the aged)
2. Environment, Resources & Human Rights.
3. Medical Technologies & Human Rights.
4. Hunger, Poverty, Development & Human Rights
5. Human Rights during Conflicts like War & War Crimes & Terrorism

References

1. Human Rights Education for the 21st Century. George Andreopoulos and Richard Pierre Claude, editors. Philadelphia: University of Pennsylvania Press, 1996
2. www.un.org
3. www.hrea.org/pubs/HREresourcebook
4. Committee for the Protection of Democratic Rights. Know Your Rights. A Handbook for Political Activists, Social Workers, Trade Unionists. Bombay: Kobad Ghandy, 1980.
5. United Nations. Human Rights and Social Work. A Manual for Schools of Social Work and the Social Work Profession. Geneva: Centre for Human Rights, 1994.



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Faculty of Social Sciences
 VBT's Institute of Social Work
 Semester: 3
 Code: 5SS03LLS1
 Name: Labour Legislations

Teaching and Evaluation Scheme:-

| Subject Code | Name of the Subject | Teaching Scheme (Hours) | | | | Credits | Evaluation Scheme | | | | | | | |
|---------------|---------------------|-------------------------|----|----|-------|---------|-------------------|-----|-----------------|-----|-------------------|----|------------|-------|
| | | Th | Tu | Pr | Total | | Theory | | | | Practical (Marks) | | | Total |
| | | | | | | | Sessional Exam | | University Exam | | Internal | | University | |
| | | | | | | | Marks | Hrs | Marks | Hrs | Pr/Viva | TW | Pr | |
| 5SS03 LLS1 | Labour Legislations | 3 | 0 | 0 | 3 | 3 | 30 | 1.5 | 70 | 3 | -- | -- | -- | 100 |

Unit – I: INDUSTRIAL JURISPRUDENCE

- Industrial Jurisprudence–An Overview
- Principles of Industrial jurisprudence
- Constitutional Aspects of Industrial Jurisprudence

Unit- II: LAWS ON WORKING CONDITIONS

- The Factories Act, 1948
- The Shops and Establishments Law
- The Industrial Employment Standing Orders Acts

Unit-III: LAWS ON WAGES

- The Minimum Wages Act, 1948
- The Payment of Wages Act, 1936
- The Payment of Bonus Act, 1965
- The Equal Remuneration Act, 1976

Unit – IV: LAWS ON SOCIAL SECURITY

- The Industrial Disputes Act.
- The Workmen's Compensation Act, 1923
- The Trade Union Act
- The Employees 'State Insurance Act, 1948
- The Maternity Benefit Act, 1961
- The Employee's Provident Fund and Miscellaneous Provisions Act, 1952
- The Payment of Gratuity Act, 1972
- The Employment Exchanges (Compulsory Notification of Vacancies) Act, 1959

- The Apprentices Act, 1961

Reference

1. Industrial Jurisprudence, S. R. Samant, University of Michigan, 1961
2. Industrial Jurisprudence : A Critical Review, E. M. Rao, LexisNexis Butterworth Publishers, 2008
3. Industrial Jurisprudence, V. G. Varghese, TISS, Vol. 59 of TISS Series, 1987
4. Bare Acts of Respective Laws Mentioned Above



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WADHWAN CITY



Faculty of Social Sciences

VBT's Institute of Social Work

Semester: 3

Code: 5SS03SWA1

Name: Administration of Welfare and Development Services

Teaching and Evaluation Scheme:-

| Subject Code | Name of the Subject | Teaching Scheme (Hours) | | | | Credits | Evaluation Scheme | | | | | | | |
|--------------|--|-------------------------|----|----|-------|---------|-------------------|-----|-----------------|-----|-------------------|----|------------|-------|
| | | Th | Tu | Pr | Total | | Theory | | | | Practical (Marks) | | | Total |
| | | | | | | | Sessional Exam | | University Exam | | Internal | | University | |
| | | | | | | | Marks | Hrs | Marks | Hrs | Pr/Viva | TW | Pr | |
| 5SS03 SWA1 | Administration of Welfare and Development Services | 3 | 0 | 0 | 3 | 3 | 30 | 1.5 | 70 | 3 | -- | -- | -- | 100 |

OBJECTIVES:

- To acquire knowledge of the basic process of registering, managing and administrating Welfare Agencies in the context of social work profession.
- To acquire skills to participate in management and administrative process and programme delivery
- To develop the ability to see relationship between policy and programmes, analyse the process as applied in specific settings and specific programmes.
- To gain knowledge on policy analysis and policy formulations and to study social policies, plans, legislations and programmes so as to be able to interpret, enforce and challenge them
- To understand critically the concept, content/indicators of social development

COURSE CONTENT

UNIT I: Social Policy & Planning

1. Social policy & Social Planning : Concept, definition, meaning
2. Characteristics and scope of social planning.
3. Structure and processes of planning in India

UNIT – II: Service Agency as Social Agency

Composition - Human Groups, Physical Aspects and Operational Constituents.
 Administrative Skills for social work and specific aspects of Agency Supervision

UNIT – III Social Welfare Administration

1. Social Welfare Administration : concept, purpose, principles,
2. Executive committee and General body; functions (Goal Setting, Policy making, Planning, Directing, Staffing, Communication, Budgeting, Public relations, Reporting and Monitoring and Evaluation and Annual report);
3. Management of human resource;
4. Fund raising techniques;
5. Administration of government departments: Central and State Social Welfare Board, Governmental schemes on Social Welfare

UNIT – IV Social Legislations

1. Child Labour (Prohibition & Regulation) Act
2. Laws related to Divorce & Maintenance
3. Hindu Adoption & Maintenance Act
4. Suppression of Immoral Traffic Act,
5. Dowry Prohibition Act
6. Medical Termination of Pregnancy Act
7. Scheduled Caste & Scheduled Tribes (Prevention of Atrocities) Act 1986

References

1. D. Paul Choudhary (1949) Voluntary effort in Social Welfare and Development, New Delhi, Siddharth Publisher Ltd.
2. Gangrade K.N. (1986) Social Work and Development, New Delhi, Northern Book Centre.
3. Goel S.L. & R. K. Jain (1988) Social Welfare Administration vol. New Delhi Deep & Deep Publication.
4. Khandwall P.N. (1988) Social Development A role for the Organizational Science New Delhi, London, Sage Publications.
5. Prasad Rajeswar (1982) Social Administration, New Delhi Publishing House.
6. Gupta Sumitra (1989) Social Welfare in India, Allahaba Chugh Publishing Co.
7. Jacob K.K. (1989) Social Policy in India.
8. Sachdeva D.R. (1993) Social Welfare administration, Allahabad, Kitab Mahal.
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