

MSW SYLLABUS

MSW 301

Semester III

Lecture: 4 h/week

End Semester :60

Exam Duration: 3 hours

Mid Semester : 20

Quiz : 20

Total Marks = 100

PAPER –I Social Policies and Planning

UNIT-I Concept of social policy, social welfare policy and Economic policy and their international ship, social policy and constitutional provisions, achievements.

UNIT-II Process of social policy formulation, contribution of research , role of interest groups, problems of conflict of interests and its solutions, evolution of Social policies in different sectors.

UNIT-III Social planning: Concepts of social planning, scope and goal, planning for social services.

UNIT – IV: Machinery and process of planning: levels of social planning- center, state district and block levels, NITI AYOOG- Organization , structure ans functions, coordination between center and state needs for Decenterlization; panchayat raj and people participation;

UNIT V: Objectives of Growth and Social justice with the special refrence to the areas of Health, Education, Family Welfare and Social Welfare, Anti-poverty programs and Advocacy

Refrence:

1. Bandhyopadhyay, D. (1997) – People’s Participation in Planning Kerala Experiment, Economic & political Weekly, Sept. 24 2450-54.
2. Bose, A.B.- social welfare planning in india, new delhi: ECAEF(Mimeo)

3. **Bulmer, M.et. Al.(1989)- the goals of social policy, London: Union Hyman.**
4. **Chakraborty,s. (1987)- Development Planning-Indian Experience, Oxford: Claredon press.**
5. **Dandekar, V.M. (1994)-Role of Economic planning in the 1990s & Beyond, Economic and political Weekly, vol. xxix, no. 24 1457-1464.**
6. **Dagupta, N.B. J.L. Raina H.M. jauhari & others – Nehru,s planning in india New sehli; concept publication co.**
7. **Ganapthy, R.S. & others (1985) – policy and policy analysis in India, Delhi: Sage Publication. Gosh, A.(1992) – Planning in India; the Challenge for the Nineties, New delhi: Sage Publication.**
8. **Jhingan, M.L. _ The Economics of Devlopment & planning New Delhi: Konark Publishers Pvt. Ltd.**
9. **Kulkarni, P.d. –Social Planning in India, Bombay: TISS.**
- 10.**Kulkarni, p.d. (1982)- social pol,icy and. India, Bombay: TISS.**
11. **Kulakarni p.d. (1979) – Social policy and social development in india, Madras: Association of school of social work in india.**
- 12.**Roy,Sumit (1994)- Social policy : the means and Ends Question, Indian Journal of public administration, vol.1.1, jan-march,**
- 13.**Rastogi, P.N. (1992) Policy Analysis and Problem – Solving for Social Systems, New Delhi: Sage Publications.**
- 14.**Sumit (1997)- Globlization, Structural Change and povety, Economic and political Weekly, Aug.16-23,2117-2132.**
- 15.**Seth, M.I. (1998) – Theory & Practice of Economic planning, new Delhi: S.chand & pvt. Ltd. Visvaavarya, M. – Reconstructing India, London: P.S. King.**

MSW SYLLABUS

MSW 302

Semester III

Lecture: 4 h/week

End Semester :60

Exam Duration: 3 hours

Mid Semester : 20

Quiz : 20

Total Marks = 100

PAPER –II: COMMUNITY ORGANIZATION

UNIT-I: Community Organization : Meaning, Scope, Purpose; Principles. Steps of Community organization - Study Assessment, Action Monitoring and Evaluation.

UNIT – II: Models of Community Organization – System, function Structure and strategy (public interest mobilization, Dealing with authorities, Bargaining, Collaborating Problem Solving, Educating, Persuasion Power Structure Dimensions of relevant to community Organization.

UNIT- III: Community Power Structure, Dimensions of power Relevant to Community Organization

UNIT – IV: Concept of Empowerment , Barriers and cycle of Empowerment, Youth Empowerment, Community Leadership.

UNIT-V: Role and Skills Community Organizer. Advocacy in Community Organization.

References:

- 1. Arora, RK. (ED).1979- people's Participation in Development Process: Essays**
- 2. Bhattacharya, s, (2001) – Social work An Integrated Approach, New Delhi: Deep and Deep publication pvt, ltd.**
- 3. Gangrade, K.D. (1971)- Community Organization in India , Bombay: Popular Prakashan, honour of B. Mehta, Jaipur: The HC.M. State Institute of publication administration**

4. **Rose Murray G. (1955)- Community Organization : theory, Principles and Practice, new York: Harper and Row.**
5. **Sengupta, p.r._ Community Organization process in India.**
6. **Siddiqui, H.Y. (1984) – Social Work and Social Action: A Development Perspective, New Delhi: Herman Publications.**
7. **Siddqui, H.Y.(1997)- Working With community: An Introduction to community work, New Delhi: Herman Publications.**
8. **Dr. A.r. Singh- Hariyana Acadmy**
9. **Social Work- G.r. Madan.**

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MSW 303

Semester III

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Mid Semester : 20

Quiz : 20

Total Marks = 100

PAPER –III: Social Welfare Administration

UNIT- I: Administration : Concept, Social Welfare Administration, scope, meaning, Elements, of Administration.

UNIT-II Participants in Administration: the community, the board, the chief executive, the staff and the beneficiaries.

UNIT-III: : Basic administration process: personnel administration, communication, decision making. Authority, coordination, budgeting, office management, public relation and Evaluation.

UNIT-IV Development of welfare organization, Registration, legal status, Financial Resources; Principles.

UNIT –V: Public welfare administration, Concept. Area, Aim, Public welfare and Social welfare Relationship & Distinction.

References:

1. Dr. sanjay Rory- Social welfare administration: Discovery publishing nowe pvt. Ltd. 2013
2. Chaudhri, D Paul (1983) Social Welfare Administration, Delhi: Atma Ram & Sons.
3. Goel, B.B. – Project Management: A Development Perspective, New Delhi: Deep & Publication.
4. Goel, S.L. & jain R.K. (1988) – Social Welfare Administration: Theory and Practice, Vol.- I&II , New Delhi: Deep and Deep Publication.
5. Goyal, C.p. & Pandey, B- Karmik Pradhan Siddhant Avam Vyavahar.
6. Patti, R. (1983) – Social Welfare Administration in India, Eaglewood Cliffs: Prentice- Hall.

- 7. Sachdeva, D.R. (1992-93) – Social Welfare Administration, Allahabad: Kitab Mahal.**
- 8. Sharma, m.p. – Public administration in theory and practice**
- 9. Shastri, Raja Ram (1970)- Samaj Karya, Lucknow, Uttar Pradesh, Hindi Samiti, Suchna Vibhag.**

MSW SYLLABUS

MSW 304(A)

Semester III

Lecture: 4 h/week

End Semester :60

Exam Duration: 3 hours

Mid Semester : 20

Quiz : 20

Total Marks = 100

PAPER –IV: Industrial Relation I

UNIT -I : Globalization, Liberalization, Privatization, Industrial Policy.

UNIT -II : Industrial relation – concept, system approach; Gandhian approach to industrial relations; factors affecting industrial relations- work culture, industrial Relations:

UNIT - III : Trade Unionism : historical development in india; objectives, structure and functioning of trade unionism; recognition and management of trade unions, security and social responsibility of trade unions.

UNIT IV : Industrial disputes-meaning, cause and effects; historical development of industrial disputes in India;

UNIT – V: Industrial disputes- strike, lock out and gherao: concept, types, cause and effects; retrenchment, lay off. Closure, termination of services.

References:

1. Agnihotri, Vidhyasagar(1970) – industrial relation in india delhi.
2. Agarwal, D.V. (1982) – Industrial relation & collective bargaining, new delhi: Deep & deep publications.
3. Agarwal R.D. (1970) Dynamics of labor management relation, new delhi tata mc graw hill.
4. Arya p.p. (1982) – labor management relation in public sector undertaking new delhi: Deep & Deep p[ublication.
5. Chatterjee, N.N. (1984)- industrial Relations in India’s developing Economy, Calcutta: Allied Book Agency.
6. Dovar Rustoms- Personal Management and industrial Relation in India

7. Dnlop, J.T. (1958) – Industrial Relation system new York: henry hall
?& co.
8. Flanders Allen (1975) – Management & unions, London fabers &
fabers
9. Kudchetkar, L.S. (1979) – Aspect of personal management and
industrial elations new delhi: tata Mc Graw hill.
10. Memoria, C.B. (1983) Dynamics of industrial relations in india,
Bombay: Himalya publishing house.
11. Monga, M,I. (1986) – industrial relations and labor laws in india,
new delhi: Deep & Deep Publication.
12. Verma, Promod, Management of Industrial Relations, New Delhi:
oxford & IBHJ publishing co.

Lecture: 4 h/week

End Semester :60

Exam Duration: 3 hours

Mid Semester : 20

Quiz : 20

Total Marks = 100

PAPER –IV: Rural & Urban Development I

Unit I: Rual Society : Meaning and Distinctive characteristics, Rural Society in India as Agrarian and Peasant Structure. Caste System in Rural India. Characteristics, Merits and Demerits.

Unit II: Problems of rural india: Rural poverty, land less labor, Emigration of people, Agrarian unrest and Reproductive & child Health. Role of Social Worker in Eradication. Of these problem.

UNIT- III: Nature and Scope of Community Development Programs, Rural Community Development Programme and its methods. Effects of CDP. Local Self Government and its needs, function, History of panchayat before and after 73 rd Constitution Amendment.

Unit v Organization Analysis of Panchayti raj institutions in india & administrative Problems of PRIS, Empowerment of people and panchayti raj institutions.

Reference: 1. Rural Sociology- SL Doshi, P.c. Jain- Rawat Publication

2. Rural development , principles policies and management –kartar singh-sage publication

3. Community organization and development and indain perspective ASHA Rama gonda patil PHI learning.

Panchayti raj Administrative and Rural development- Tulsi jain Book lead Publisher.

MSW SYLLABUS

MSW 305

Semester III

Lecture: 4 h/week

End Semester :60

Exam Duration: 3 hours

Mid Semester : 20

Quiz : 20

Total Marks = 100

Paper V practicum- III (community organization)

MSW SYLLABUS

MSW 401

Semester IV

Lecture: 4 h/week

End Semester :60

Exam Duration: 3 hours

Mid Semester : 20

Quiz : 20

Paper –I Human Resources Management

Total=100

UNIT –I Defination, concept , philosophy and principles of human resource management imporatance and scope of HRM, process; qualities of a human resource manager, deference between management and HRM.

UNIT –II: Human Resource planning: Meaning concept and scope of human resource planning assessing the current human resource and future requirements, Implication of future demand and supply of human resources.

UNIT –III : Employee Motivation : concept importance and principles of motivation. Theories of motivation, maslow’s Theory of Hierarchy of needs.

UNIT –IV : Leadership: concept and importance, Humanresource management, Advantage and Disadvantages.

UNIT-V: Blake and mouton Managerial Grid, Rensis,- likert’s system of management, Raddin’s three Dimension model. Organization behavior.

References:

- 1. Agarwal, R.D. (1970)- Dynamics of labor management Relations, new delhi : tata Mc graw hill.**
- 2. Arya p.p. (1982) – labor management relation in public sector undertaking new delhi: Deep & Deep publication.**
- 3. Flanders Allen (1975) – Management & unions, London fabers & fabers**

- 4. Kudchetkar, L.S. (1979) – Aspect of personal management and industrial elations new delhi: tata Mc Graw hill.**
- 5. Verma, Promod, Management of Industrial Relations, New Delhi: oxford & IBHJ publishing co.**

MSW SYLLABUS

MSW 402

Semester IV

Lecture: 4 h/week

End Semester :60

Exam Duration: 3 hours

Mid Semester : 20

Quiz : 20

Total=100

Paper –II Labor Problems and Legislation

UNIT – I: Concept and evolution of human rights, labor problems:

Introduction, Historical background of labor problems in India.

UNIT -II: Important labor Legislations: Objective of the laws- Payment of Wages act. 1936; Minimum Wages act,1948 and Rules, The payment of gratuity act 1972 with amendment employee's provident fund act 1952, the Equal Remuneration act.

UNIT – III: Social work and labor welfare, some important labor leaders

UNIT – IV : ILO and Indian labor international labor organization- its structure, functions, objectives, ILO Standards of working and living conditions of labor conventions and recommendations important Recommendation of various national commissions of labor in india.

UNIT –V : Problems of working conditions organized labor in public and private sector industries.

References:

1. Agarwal S.I. (1978) – labor legislation laws in india, delhi: the mcmillian co. India.
2. Banchandni, K.R. (1981) – Industrial law, Mumbai: Himalya Publishing house (2 ah) ILO (1957) Elements of industrial law new delhi: sultan chand & sons.
3. Kapur, D.N. (1979) Elements of industrial law. New delhi sultan chand & sons

4. **Malik, P.L. (1977)- The Industrial Laws, Lucknow: Eastern Book Co. (12 th e.d.)**
5. **Mishra C.m. – Sharmik Vidhian**
6. **Mishra, S.N. & Misgra, R.K.(1999)- Sharma Avam Audyogik Vidhi, Allahabad: Allahabad Law Agency Publication.**
7. **Singh, Indrajeet- Sharmik Vidhian.**
8. **Srivastva, D.K. (1988)- Industrial Disputers Act 1947, Lucknow: Eastern Book Co. (5th ED)**
9. **Srivastva, S.C. (1983)- Industrial Relations Machinery, New Delhi: Deep and Publications.**
10. **Zaheeruddi, (1985)- Labour Welfare Laws and Working Conditions in India, New Delhi: Deep & Deep Publications.**

MSW SYLLABUS

MSW 403(A)

Semester IV

Lecture: 4 h/week

End Semester :60

Exam Duration: 3 hours

Mid Semester : 20

Quiz : 20

Total=100

Paper –III Industrial Relation-II

Unit-I: Bi- partite approach to settlement of industrial disputes; bi-partite negotiation; collective bargaining- meaning and approaches, distributive and integrative bargaining.

Unit II: Worker's participation in management- meaning, different levels of participations; types of participations – work committee, joint management council.

Unit-III: Tri- Partite approach to settlement of industrial disputes: conciliation-meaning, historical perspectives and functioning of conciliation; machinery.

Unit-IV: Arbitration – meaning scope and effectiveness.

Unit-V: Court of Enquiry- meaning, scope and effectiveness;

Adjudication- meaning, machinery- labour court, industrial tribunal and national tribunal.

References:

1. Codhi T.S. (1992)- Industrial Relation in Community Decades, New Delhi : Sri Ram Center for Industrial Relations.
2. Myers,C.A.Kanappan, S. (1970)- Industrial Relation in India, Bombay: Asia Publishing House.
3. Memoria, C.B.-Industrial Relation in India
4. Pigors, P. & Myers, C.A.- Personnel Administration.
5. Rao, M.M. (1985)- Labour Management Relations and Trade Union Leadership, New Delhi Deep & Deep Publication
6. Robbins, Stephen P.- Organizational Behaviour: Concepts, Controversies and Application,(6th Ed.)
7. Sahab Dayal (1980) – Industrial Relation System, New Delhi: Sterling publishers pvt. Ltd.

8. Sinha, G.P. & Sinha, P.R.N. (1986)- Industrial Relation and labour Legislation, New Delhi: Oxford and I.B. Id., (2nd ED)
9. Sri Ram Center for Industrial Relations- Disputes and Labour Management Relation in India, New Delhi: Deep & Deep Publications.
- 10.Srivastva, S.C. (1985)- Industrial Relation and labour Laws, New Delhi: Deep & Deep Publications.
- 11.Agarwal,R.D. (1982)- Dynamics of personnel Management in India, New Delhi: Tata McGraw Hill Publishing Co.
- 12.Beach, Dale S.- Personnel: the Management of people work. Cooperation ltd, (6th Ed.)
- 13.Chatterji, N.N.(1978)- Management of personnel in India Enterprises Calcutta: Allied book Agency.
- 14.Davai, Rustam R.(1980)- The Management Press. Bombay: Progressive
- 15.Drucker, peter F.- Management- Tasks, Responsibilities and practices.
- 16.Dwivedi, R.S.(1985) –Management of Human Resource. New Delhi: Oxford and I.B.H.,
- 17.Flippo, E.B.(1981) Principles of personnel Management,(5th Ed.)
18. Ghosh P. – Personnel Administration in India.
- 19.Memoria C.B. (1988)- Personnel Management, Mumbai: Himalya Publishing house, (6th Ed)
- 20.Molappa Arun % Saiyadain Mirja (1979) – Personnel Management New Delhi Tata McGraw_ Hill Publishing Co.

MSW SYLLABUS

MSW 403(B)

Semester IV

Lecture: 4 h/week

End Semester :60

Exam Duration: 3 hours

Mid Semester : 20

Quiz : 20

Total=100

Paper – III Rural & Urban Developments-II

Unit-I Meaning and distinctive Characteristic of urban Society.

Growth of Cities in India; Causes and Consequences. Types of Urban Centers and the Characteristics.

Unit-II: Problems of Cities: Unemployment, Urban Poverty, Health and hygienic Environmental Problems- Nature and Eradication.

Unit –III: Slum and poor Housing: Nature, Causes, Consequences. Slum Clearance Role of Social Worker in Solving Problems of slum Dwellers and slum Improvement.

Unit-IV: Urban Community Development : Need and Origin, Urban Communication Development: Concept Aims and objective. Approaches in Urban Community Development.

Unit-V: Methods and Programmes of Urban Community Development. Urban Community Planning: Meaning methods and programmes, facto affecting planning, problems of planning.

References:

- 1. Human Aeography- Majid Hyssain- Rawat Publication.**
- 2. Urbanization and its Environmental- Aray and Abbasi(1995) Impucts)**
- 3. Mitra. Arup (1994)- B.R. publication- Urbanization, Slums, In formal sector, Employment and poverty.**
- 4. Urbanization and urban system in india- ramchandra- Oxford university press, New Delhi.**
- 5. Urban planning Development – Singh Shamsheer(1991) new delhi**
- 6. Urban Community Development- Tudipara, Jacob Z (1993) Rawat Publication.**

MSW SYLLABUS

Paper – IV Block Field Work (Block Placement)

MSW 404

Semester IV

Lecture: 4 h/week

Exam Duration: 3 hours

Total=100

MSW SYLLABUS

Paper – IV Direction & Viva-voce

MSW 405

Semester IV

Lecture: 4 h/week

Exam Duration: 3 hours

Total=100
