

SAMBALPUR UNIVERSITY
**COURSE OF STUDIES FOR M. PHIL IN SOCIAL WORK/
PH.D. COURSE WORK (SOCIAL WORK)**

Under Semester System of Teaching and Examination

Effective from the Academic Session 2019-2020

COURSE SCHEME

The M. Phil course shall comprise of two semesters of 40 CH (20 CH in each semester).

In the first semester there shall be three theory papers (Paper-I) bearing course no. 611 and one elective paper (Paper-II) bearing course no. 612 under the specialization groups. The course no. 613 (Paper-III) is a research methodology paper to be studied by all the students. The Course no.614 and 615 are practical papers each having 4 CH.

The second semester shall consist of two papers, i.e. (1) course no. 621 seminar presentation and (2) course no. 622 Fieldwork, dissertation and viva-voce. The distribution of the total 40 credit hours has been presented below. All the theory papers, viz. paper-I, II and III shall be evaluated by the external examiners. Paper-IV and VII shall be evaluated by one external and one internal examiner. Paper- V and VI shall be evaluated internal examiners.

FIRST SEMESTER (20 CH)

Paper-I: (Course-611) Social Work, Social Policy and Methods of Intervention (4 CH)

Paper-II: (Course-612) ELECTIVE

Human Resource Development (4 CH)

Or

Community Development (4 CH)

Or

Medical and Psychiatric Social Work (4 CH)

Paper-III: (Course-613) Research Methodology (Quantitative Analysis and Computer Application) (4CH)

Paper-IV: (Course-614) Soft-Skill Development and Capacity Building (4 CH)

Paper-V: (Course-615) Review of Research papers published in referred journals (4 CH)

Review Report: 2 CH; Seminar: 2 CH

SECOND SEMESTER (20 CH)

Paper-VI: (Course-621) Seminar Presentation (2 CH)

Seminar presentation on fieldwork findings

Paper-VII: (Course-622) Field work, Dissertation and viva-voce (18 CH) (Interim 8 CH +

Final 10 CH)

DETAILS OF THE COURSE CURRICULUM

FIRST SEMESTER

Paper-I: (Course-611) Social Work, Social Policy and Methods of Intervention

Introduction

This course aims at introducing the learners to a critical inquiry into the history of ideologies of social change and professional social work.

Objectives

- Understand the values of social work and consciously apply those in practice
- Develop skills to understand contemporary reality in its historical context
- Understand self as a part of own environment and explore own assumptions, ideas and values to develop sensitivity to marginalization of vulnerable groups.

Expected Outcome

The students would learn about the historical evolution of professional social work, contemporary ideologies and its relation to social policy.

Unit I: Social work: Definition, objectives, principles, philosophies and scope, Social action: Meaning & Process, Social security, Evolution of social work in India and abroad.

Unit-II: Social Policy: Concepts, Social Policy, Economic Policy, Social Policy in India: Sources of Policy-Indian Constitution, Fundamental Rights and Directive Principles of State Policy.

Unit-III: Policy Formulation Process, Role of Various actors in policy formulation -International Organizations (UN, W.T.O, World Bank), Pressure Groups, Advocacy Networks, Academic and Research Organization, Industry and Market Forces, Social Workers.

Unit-IV: Social Work Intervention: Understanding individuals, groups and communities; Working with individuals, groups and communities. Intervention processes of Social Case work, Social Group work and community organisation.

Recommended Books:

Banerjee, G.R. *Papers on Social Work on Indian Perspective*. Bombay: Tata Institute of Social Sciences.

Banka, J.A., *The Society of Social Movement*.

Boehm. W., *Objectives of Curriculum on Social Work on Education*.

Das Gupta (ed.), *Towards Philosophy of Social Work*.

Gokhale, S.D. (ed.), *Social Welfare, Legend & Legacy*.

Gore, M.S. (ed.), *Encyclopaedia of Social Work in India. WIS. I & II*.

Gore, M.S., *Social Work & Social Work Education*.

M.S.A. Rao (ed.), *Social Movement in India*.

S.K. Kinduka (1965). *Social Work in India*. Allhabad, Kitab Mahal Private Ltd.

Gore. M.S. (1965). *Social Work and Social Work Education*. Bombay, Asia Publishing House.

Wadia, A.R.(Ed.) (1961). *History and Philosophy of Social Work in India*. Bombay, Allied Publishers Pvt. Ltd.

Jacob K.K. (1958). *Methods and Field of Social Work in India*. Bombay, Asia Publishing House.

Walter, A.Friedlander (1959). *Concepts and Methods of Social Work*. New Delhi, Prentice Hall of India Pvt. Ltd.

Paper-II: (Course-612)

Elective-1: Human Resource Development

Introduction

The course introduces the concepts of HRD and appraisal. It intends to orient the candidates to understand the HR dimensions in organizational set up.

Objectives

- Help the practitioners to understand the organization structure and system and adopt strategies for effective management
- Acquire human skills to excel the performance at the individual and organizational level
- To acquaint trainee about the different methods of performance appraisal.

Expected Outcome

The students would learn about HRD and OB practices and strategies and would acquire human skills to excel the performance at the individual and organizational level

Unit I: Concept and Meaning; Difference between HRM and Personnel Management, Fundamentals of HRM and Human Resource Development, Human Resource Planning, Career and Succession Planning, Human Resource Policies

Unit II: Human Resource Planning and Recruitment: Manpower Planning, Job Analysis, Job Description, Job evaluation, Recruitment and Selection; Psychological Testing, Interview, Placements, Induction, Promotion, Demotion, Transfers, Separation, Absenteeism and Turnover.

Unit III: Human Resource Development and Appraisal: Organisational Culture, Training Programme: Employees Training and Development, Performance Appraisal, 360 Degree Performance, Potential Appraisals

Unit IV: Strengthening the Human Resource: Collective Bargaining, Labour Welfare, Wage and Salary Administration, Incentives, Wage and Non Wage Incentives. Retirement, Separation, Termination, Golden Handshake, Industrial Discipline and Disciplinary Action, Grievances Handling.

Recommended Books:

Chhabra, T. N., (2002), *Human Resource Management*, Dhanpat Rai and Co, Delhi, III Revised Edition.

Dessler, (1996), *Human Resource Management*, Prentice Hall of India, New Delhi.

Flippo, Edwin B., (2001), *Personnel Management*, McGraw Hill, New Delhi.

Ashwatthapa, K., (2002), *Human Resource Management and Personnel Management*, Tata McGraw Hill.

Mamaoria, C. B., and Gankar S.V., (2005), *Human Resource Management*, Himalayan Publishing House, IV Edition.

Chatterjee, B.1996. : *Human Resource Management A Contemporary Text*. New Delhi: Sterling Publishers Pvt. Ltd.

Sinha, J.B.1990. *Work Culture in the Indian Context*. New Delhi: Sage Publications.

Hofstede, G.1984. *Culture's Consequences International differences in Work-related Values*. New Delhi: Sage Publications.

Bramham, J. 1995. *Human Resources Planning*. New Delhi: Jaico Publishing House.

Rohmetra , N. 2005. *Human Resources Development Challenges and Opportunities*. New Delhi: Anmol Publications Pvt. Ltd.

Robbins, S.P.1995. *Organisatioanl Behaviour Concepts, Controversies and Applications*. New Delhi: Prentice-Hall of India Pvt. Ltd.

Rao, V.S.P. 2006. *Human Resource Management, Text and Cases*. New Delhi: Excel books.

Gare, Dessler .2005. *Human Resource Management*. New Delhi: Pearson Education.

Chhabra, T. N. 2002. *Human Resource Management*, Dhanpat Rai and Co, Delhi, III Revised Edition.

Dessler. 1996. *Human Resource Management*, Prentice Hall of India, New Delhi.

Flippo, Edwin B. 2001. *Personnel Management*. McGraw Hill. New Delhi.

Ashwatthapa, K. 2002. *Human Resource Management and Personnel Management*, Tata McGraw Hill.

Mamaoria, C. B., and Gankar S.V. 2005. *Human Resource Management*, Himalayan Publishing House, IV Edition.

Elective-2: Community Development

Introduction

Seventy five percent of India's population lives in India's villages. It is imperative that people living in rural areas are given opportunities to participate in the developmental process and contribute to the Nation's progress. This paper will give necessary knowledge to work for the development of rural communities.

Objectives

- Discuss the communication skills and appreciate the role of different media in communicating with people.
- To know about urban community and proliferation of cities and towns.
- To analyze the policy projects and organization's contribution for urban development.
- To give an opportunity to learners to evaluate the community development projects.

Expected Outcome

The students would have insight in to rural and urban communities, their problems and the development programmes.

Unit I: Community: Rural and Urban: Meaning, characteristics, Differences between rural and urban community, Demography, Changing Communities: Change in Knowledge, Attitude and Practice, Communicating rural people.

Unit II: Rural Community Development: Philosophy, Objectives, Need and Process; Approaches to Rural Community Development, Principles of Rural Community Development, Models of Rural Community Development.

Unit III: Urban community development: Approach and trends, Theories of Urbanization, Local Authorities and Urban Development; 74th Constitutional Amendment Act - Statutory provisions, Models of Urban Development in India.

Unit IV: Development Pogrammes: Mahatma Gandhi National Rural Employment Guarantee Scheme (MGNREGS), National Rural Livelihood Mission (NRLM) Health Care, Right to Education and Sarva Siksha Abhiyan, National Urban Livelihood Mission (NUHM), Jawaharlal Neheru National Urban Renewal Mission (JNNURM).

Recommended Books:

Brahamanda et al (1987), Dimensions of Rural Development in India, Himalaya Publishing Work, Bombay.

Brager and Specht G (1969), Community Organizing, Columbia University School of Social work, New York.

Chowdhry Paul D. (1978), New Partnership in Rural Development, M. N. Publishers, New Delhi.

Chaturvedi H R Mitra S K (1982), Citizen Participation in Rural Development, Oxford and IBH Publishing House, New Delhi.

Mehta S. R. (1984), Rural Development Policies and Programmes, Sage Publications Pvt Ltd., New Delhi.

Ansari, A.S. (2000), Urban Renewal and Development, Rawat Publications, Jaipur.

Gupta, K.R., (2004, 2005) Urban Development Debates in the New Millennium.

Goel, S.L. and Dhaliwal, S.S. (2004), Slum improvement through participatory urban - based community structures, deep and deep publications, New Delhi.

Jose, M and others (2003), Development Induced displacement, Rawat Publications, Jaipur.

Mittal, A.C. (2001), Planning for Urban and Economic Development, Vol-I and II, Mittal Publication.

Sharma, R.K. (2004), Urban Sociology, Atlantic Publishers.

Sharma, R.N. and Sita, K. (2001), Issues in Urban Development, Rawat Publications.

Thudipara, Jacob Z. (2008), Urban Community Development, Rawat Publications

Nagpaul, Hans (2005), Social work in Urban India, Rawat Publications

Indian Journal Social Work Tata Institute of Social Sciences, Deonar Bombay

Yojna, Planning Commission, New Delhi

Social Welfare, Central Social Welfare Board, New Delhi

Elective-3: Medical and Psychiatric Social Work

Introduction

This course extends and elaborates the generalist Social Work approach to a special field practice. The purpose of this course is to introduce the students to the social worker's role in a variety of health care settings. Students will gain knowledge about health and disease, policies, programs and service delivery systems relevant to the health practice field and their roles and responsibilities.

Objectives

- Introduce and understand the various roles and functions of the social worker in health care settings.
- Integrate knowledge of the meaning of illness, disability and loss for patients and families with general clinical understanding of human behaviour and the life cycle to form a base of social work practice in health care settings.
- Understanding psychotherapy and psycho-diagnostic techniques.

Expected Outcome

The students would develop an understanding of holistic health care needs relating to diverse cultural setting and understand about medical and psychiatric social work.

Unit-I: Concept of Health and Disease: Dimensions, Determinants and Indicators of Health, Communicable diseases and Non Communicable diseases. Health Care Delivery System in India, Voluntary Health Agencies, National Health programs and policies; Functions of medical social worker.

Unit-II: Psychiatric Social Work: Basic concepts and theoretical framework, historical development, major approaches in psychiatric social work; Social diagnosis and therapeutic Models in Psychiatric

Unit-III: Psychiatric Social Work in Different Settings: Family service agencies, child welfare agencies, school settings, correctional institutions, general hospital settings, de-addiction centres; Mental Health Act, 1987, Rehabilitation Council of India Act, 1992; The Persons with Disabilities Act, 1995.

Unit-IV: Psychotherapy and Psycho-diagnostics: Catharsis, hypnosis, techniques of evaluation, cognitive functions and their measurement, tests of intelligence and intellectual impairment, personality tests, tests of achievement and aptitude. Social Pathology - Crime and delinquency, suicide, addictive behaviour, social aggression with special reference to Indian contexts.

Recommended Books

Dhooper, S.S. 1997. *Social Work in Health Care in the 21st Century*. Thousand Oaks, CA: Sage

Dziegielewski, S. F. 2004. *The Changing Face of Health Care Social Work: Professional Practice in Managed Behavioral Health Care*. New York: Springer.

Hasan, K.A. 1967. *The Cultural Frontiers of Health in Village India*. Bombay: Manaktalas.

Kishore, J. 2007. *National Health Program: National Policies and Legislations Related to Health* (revised edition). New Delhi: Century Publications.

_____. 2005. *A Text Book of Health for Health Workers* (revised edition). New Delhi: Century Publications.

Lynch, V. (ed.) 2000. *HIV/AIDS at Year 2000: A Sourcebook for Social Workers*. Boston: Allyn & Bacon

Park, K. 2006. *Park's Text Book of Preventive and Social Medicine* (18th ed.) Jabalpur: Banarasidas Bhanot Publishers.

Rothman, J. & J.S. Sager 1998. *Case Management: Integrating Individual and Community Practice* (2nd ed.). Boston: Allyn & Bacon

Athur, J.Robbins ((1957). Mental Hospitals in India and Social Work Service – Impression of a visiting Social Worker. Delhi, Delhi School of Social Work.

Tessie, D.Berkman (1953). Practice of Social Workers in Psychiatric Hospitals and Clinics. New York, National Association of Social Workers.

Joan, Todd (1967). Social Work with Mentally Subnormal. New York. Routledge & Kegan Paul.

Francis, J.Turner (1979). Social Work Treatment. New York, The Free Press.

Elizabeth Pug (1966). Social Work in Child Care. London, Routledge & Kegan Paul.

Mishne, Judith (1980). Psychotherapy & Training in Clinical Social Work. New York, Gardner Press Inc.

Oliver, Michael (1983). Social Work with Disabled People. London, The Macmillan Press Ltd.

Dickerson, M.V. (1981). Social Work Practice with Mentally Retarded. New York, The Free Press. PSW161A2 - Psychosocial

Maslow, A.H. & Mittelmann (1941). Principles of Abnormal Psychology: The Dynamics of Psychic Illness. New York, Harper & Row Publishers.

Mowrer, O.H. (1960). Learning Theory and Behaviour. New York, John Wiley.

F.A. & Ferraro, D. P. (1978). Systematic Analysis of Learning and Motivation. New York, John Wiley & Sons.

Baddeley, A.D. (1972). The Psychology of Memory. New York, Harper & Row Publishers.

Cermak, L.S. (1972). Human Memory. Research and Theory. New York, The Ronald Press.

Lennart Levi (Ed.) (1975). Emotions: Their Parameters and Measurements. Amsterdam, North Holland Publishers.

Paper -III: (Course-613) Research Methodology (Quantitative Analysis and Computer Application) (4CH)

Introduction

Through this course, the learner is helped to acquire skills to comprehend, use and explain research as service provider and carry out small projects to collect data to organize service and test the effectiveness of social intervention.

Objectives

- Understand the need for scientific approach to human inquiry in comparison to the native or common sense approach.
- Conduct simple interviews including use of observation skills.
- Prepare simple tools for data collection, code and fill in the coding sheets.
- Develop research report writing skills.
- Develop an understanding of simple statistical tools, and learn to use these

Expected outcome

The students would learn the advance of scientific approaches to human inquiry and the report writing skills.

Unit-I: Application of statistical concept/ procedure, Data Diagrammatic representation of data, probability, Measure of central tendency, Measures of dispersion, Normal distribution: Simple correlation, regression analysis, sampling: Simple random sampling.

Unit-II: Testing of Hypothesis, Tests X² (Chi-square), T- and F- tests, Analysis of variance, one way Analysis of Variance, Two way Analysis of Variance, Writing of research reports

Unit-III: Functional unit of a computer, window operating system, managing files and folder, word editing and formatting, working with tables, creating and printing a presentation, producing a slide show, editing and formatting worksheet, performing basic calculation , working with chart, using the internet and the world wide web.

Unit-IV: Learning software package specific to social sciences.

Recommended Readings:

Bhattacharya, D.K.,(2006) Research Methodology Excel Books, New Delhi, III Edition

Kothari, C.R, Research Methodology

Gupta, S.C. and Kapoor, V.K. Fundamentals of Mathematical Statistics, S. Chand, New Delhi

Sinha, P.K. and Sinha, Priti Computer Fundamentals, BPB Publication

Comdex Computer Course Kit, BPB Publication

Rusel, A. Stultz, Learn Microsoft Office

Paper-IV: (Course-614) Soft-Skill Development and Capacity Building (4 CH)

Introduction

Working with people brings up situations, wherein some problems or conditions are encountered. Students would be able to learn situation handling, event management and project report writing.

Objectives

- Develop communication skill and developing an interactive personality.
- Self-help skills for personal enhancement and awareness development.
- Growth as a professional practitioner

Expected outcome: The students would be able to develop an interactive personality, communication skill and self-help skills.

Unit-I: Student will be asked to deliver lectures on a topic and assessment will be made on clarity and consistency, feeling and attitudes, perception and dynamics of interaction.

Unit-II: Students will be made to learn the skill of writing (1) Plan proposal (2) Project Report (3) Resume (4) Organisational brochure (5) Questionnaire (5) Annotated bibliography and references.

Unit-III: They will be further made to learn (1) Skill for participating in group discussion (2) Making scholarly presentation with proper style of documentation (3) Preparing text for power point presentation (4) Skill for handling events and press conference (5) Conducting interviews.

Unit-IV: Students will be introduced to an imaginative situation/problem and will then be asked to resolve the situation/problem applying social work skills.

The knowledge of the students on the above item shall be examined by an external examiner in consultation with the internal examiner.

**Paper -V: (Course-615) Literature Review and Seminar Presentation on the Synopsis
(4CH)**

Each scholar shall take the review of literature and develop a synopsis on a given topic under the supervision of a teacher

Literature Research on a given Topic: 2CH

Seminar Presentation on a given Topic: 2CH

The knowledge of the students on the above item shall be examined by internal examiners.

SECOND SEMESTER

Paper- VI: (Course-621) Seminar Presentation (2 CH)

Seminar presentation on fieldwork findings

Paper- VII: (Course-622) Fieldwork, dissertation and viva-voce (18 CH) (Interim 8 CH+
Final 10 CH)