

**NORTH MAHARASHTRA UNIVERSITY,
JALGAON.**

**Syllabus of MSW Second Year
(Third and Fourth semesters)
w. e. f. June 2018
(60:40 Pattern)**

MSW IInd Year

Third Semester

Group	Subject Code	Title	Marks
Compulsory	SW -231	Community Organization And social Action	100
	SW -232	Social Legislation	100
	SW -233	Disaster Management	100
	SW -234	Field Work Practicum	150
Generic	G-3	Correctional Social Work	100
	G-4	Development Of Weaker Sections	100
	G-5	Youth And Development	100
Tribal Welfare	TW-3	Tribal Development Schemes And Programme	100
	TW-4	Ecology And Social Work	100
	TW-5	Environment Policy And Law	100
Community Development	CD-3	Rural, Urban Economy	100
	CD-4	Community Development And Governance	100
	CD-5	Management Of Voluntary Organization	100
Human Resource Management	HRM-3	Human Resource Management	100
	HRM-4	Personnel Management And Industrial Relations	100
	HRM-5	Organizational Behaviour	100

SW 231: Community Organization and Social Action

Learners Objectives;

1. To make students understand that work with communities is a unit of intervention
2. To help students to understand different approaches and strategies in community organization.
3. To help students to understand different Strategies & Tools of Social Action.
4. To help students to understand different Community Project in Maharashtra.

Unit No.	Title	Content	Suggested Hours & Marks
1	Community Organization Concept and Definitions	a) Concepts of community, community organization and Community development b) History of Community organization in India c) Principles and values of Community organization d) Community organization as an Integrated method of Social Work.	6/15
2	Approaches, Models & Process of Community Organization	a) Approaches of community organization b) Rothman's Models of Community organization c) Steps/Process of Community Organization	6/15
3	Strategies & Techniques in Community Organization	a) Strategy of Community Based organization (CBOs) b) Community Based Monitoring Process (CBMP) c) Participatory Rural Appraisal (PRA) d) Micro level Planning (MLP) f) SWOT analysis of community	6/15
4	Social Action Concept and Definition	a) Meaning and Definition of social action. b) Objectives of social action. c) Steps/process of social action	6/15
5	Strategies & Tools of Social Action	a) Strategies of Social Action b) Concept of Advocacy & Advocacy a tool of social action d) Role of social worker in Community Organization and Social Action.	6/15
6	Community Project in Maharashtra.	a) Raleganshiddhi. b) Hiware Bazar c) Lekhamendha d) Baripada	7/15
7	Monitoring and Evaluation in The Community Work	a) Purpose & Types of Recording in community Work b) Monitoring & Evaluation in the Community work.	5/10

Reference Books:

- 1 Rajni Kothari: Politics and People 1989-Vol II; Ajanta Publication Arthur Dunham 1965: Community Welfare Organization T.Y. Crowell Company, N Y
2. Siddiqui H.Y:1997: Working with Communities – An Introduction to Community Work. Hira publisher.
3. Shah A.M.1996: Social Structure and Change: Community Organization and Urban Communities Sage Publication, New Delhi
4. P. Sainath.1996: Everybody Loves A Good Drought; Penguin Books India.
5. Kramer and Speech: 1975(2nd Edition); Readings in Community Organization practice. Prentice-Hall, USA

6. Bokil Milind: 1987: Community Development- An attempt by peoples Multipurpose
7. Pandit Vivek: 2000. Fearless Minds; National Centre for Advocacy Studies, Pune Development Society.
8. Shah G. 2004 : Social Movements in India, Sage Publication ' New Delhi
9. Rath G.C(ed.) 2006 : Tribal Development in India, Sage Publication, New Delhi
10. Siddhiki Working With Communities, Hira Publication , New Dehli
12. Ramchandra Raj Functioning and dysfunctions of Conflict, popular prakashan, Mumbai
13. Banmala(Dr) Community Organization. Indian institute of Youth Welfare. Nagpur
14. George K. N SocialworkToday, Madras School of Social Work,
15. Siddiqui H.Y.: 1984, Social work and social action, Harnam Publication, New Delhi.
16. Somesh Kumar , 2002, Methods for community participation, Sage Publication, New Delhi
17. C. P. Yadav , Encyclopedia of social work and community organization. Vol.-I to IV, Anmol Publication, New Delhi
18. Dr. Sudam Rathod:-Skill Training for Social Worker, yking publication, Jaipur
19. प्राचार्य डॉ. संभाजी देसाई (२०१३) महाराष्ट्रातील चळवळ, प्रशांत पब्लींशन, जळणव
20. प्राचार्य डॉ. संभाजी देसाई (२०१४) महिला सबलीकरण, प्रशांत पब्लींशन, जळणव
21. प्राजक्ता टोंग साळे व्यावसायिक समाज कार्य, साईनाथ प्रेशन, नागपुर.
22. प्रा.रा.ना.घाटोळे, समाजशास्त्र व सामुदायिक विकास, मंगेश प्रेशन, नागपुर

SW -232 Social Legislation

Learners Objective:

- 1) Acquire information on the legal right of people.
- 2) Gain insight into the problems faced by the people belonging to different strata of society, in interacting with this system.
- 3) Develop an understanding of the process and problems of public interest litigation and legal aid to the marginalized

Unit No.	Title	Content	Suggested No. of hours & Marks
1	Social Legislation	a) Concept, classification, need and importance b) Process of enactment of law c) Social legislation as an instrument of social change.	6/15
2	The Lokpal and Lokayuktas Act, 2013	a) Background b) Objectives and Procedure of the act	6/15
3	Acts Related to Women	a) The Hindu Marriage Act, 1955 and provisions relating to Divorce amongst various religious groups in India. b) The Dowry Prohibition Act, 1961. c) The Medical Termination of Pregnancy Act, 1972 d) The Domestic Violence Act, 2005 and relevant provisions under the Indian Penal Code	7/15
4	Special Acts	a) The Consumer Protection Act, 1986 b) The Right to Information Act, 2005	6/15
5	Legal Aid	Legal Aid: Concept, the scheme and problems	6/15
6	Public Interest Litigation	Concept and history of PIL in India. Problems related to PIL	6/15
7	Probation, Bail and Parole	Concepts and procedures related	5/10

Reference Books:

1. The Constitution of India Government Press, Pune (English and Marathi version)
2. Mani B.N Jurisprudence (Legal Theory) Alahabad Law Agency, Faridabad.
3. Arantha T, Social Advocacy, Perspectives in Social Work, Nirmala Niketan, Mumbai.
4. Iyer V.R.K, Law Vs. Justice, Deep and Deep Pub. New Delhi.
5. Basu Durga Das Introduction to the Constitution of India Prentice Hall of India, New Delhi-01
६. जावडे र प्राचीग्राह संर ता uOY.O. निराली प्र ाशन पु.े
७. चपळझाव र नरेंद्र uOY.O. आ.ि मा.नुस प्रतिमा प्र ाशन पु.े

८. अशुभुतुु शेल र (२०१ॡ) डानवी हOE संरं ढ.ढ अधिनुतुुतुु लुु डु हाऊस, औरंगुडडडड
- ॡ. डरतुुतुु दंडसंहतड (२०१ॡ) डुधरी लुु डडुलशस, डु.ु
१०. डु.डु.डु.डु.डु.डु (१११३) डुरह संरं ढ.ढ तुुुतुु.ढ वलदुड डुर ढशन, नडुडडुडु
११. डरहतुुड डरधल ढर (२०१३) डुधरी लुु डडुलशस, डु.ु
१२. अंड. डु.डु.शरुड र डुललसडंडे व नडुडरल ढंडे डरधल ढर अशु डुुवर अंड डुनी. औरंगुडडडड.

SW -233 Disaster Management

Learner Objectives:

1. To enable the learner to know and understand the nature and types of disaster.
2. To sensitize the learners for positive intervention in the process of rehabilitation and resettlement, especially, in trauma care and mitigation.
3. To create awareness about preparedness to cope with disaster at different levels of
4. Administration and thus, to encourage the youth to actively participate in disaster Management.
5. To help the learner to acquire skills required during different phases of disaster Management

Unit No.	Title	Content	Suggested No. of hours & Marks
1	Disasters	a) Definition and Types of Disasters. b) Disaster and the resources- material and human.	6/15
2	Dimension and typology	a) Dimension and Typology of Disaster b) Prevention of Disaster	6/15
3	Disaster Mitigation	a) Concept b) Risk Assessment, loss estimation. c) Disaster Management Policy and Planning.	6/15
4	Features and Issues	a) Environmental features. b) Issues in Disaster Management	6/15
5	Concept, procedure and stages in Disaster Management,	a) Role of people and Non-governmental organizations b) National Institute of Disaster Management. c) Role of Home Guards, NCC Cadets and the Military. d) Role of leadership in disaster management. e) Patterns of Disaster Management	7/15
6	Disaster Management	Methods, Tools and procedures of Disaster Management	5/10
7		a) Disaster Management Act, 2005. b) National and State level Bodies. c) Role of UNDP and National Disaster Management Authority. d) National Platform for Disaster Risk Reduction, National Disaster Response Force.	6/15

Reference Books:

1. Introduction to Disaster Management P. C. Sinha, Anmol Publications Pvt. Ltd. New Delhi 110002.
2. IFRC, 2005 World Disaster Report.
3. Birnbaum, F, Coplon, J and Scharff, T 1976 Crisis intervention after a Natural Disaster,
4. Social Case Work, Vol.54 No. 9,545-551.
5. Blaufard H and Levine J 1967 Crisis intervention in an Earthquake Social work, Vol.17, No.4.16,19.
6. Brahme S and Gole P, 1967 Deluge in Pune, Asia Publishing House
7. Chen, L 1973 Disaster in Bangladesh : Health Crisis in

8. Fritz, C.E. 1968 Disaster Sills D (Ed) international encyclopedia of social science. Vol 4 USA The MacMillan Company and the free press, 202-208.
9. Gangrade, K.D. and Dhadde S, 1973 Challenge and response, Delhi Rachna Publication.
10. Grossman, L. 1973 Train crash social work and disaster services social work vol.18, No. 5, 38-44.
11. Hoff, A 1978 People in crisis understanding and helping calidornian Addison Wesley publishing company.
12. Joint Assistant acne Centre 1980 Natural disaster New Delhi Adhyatmasadhana Kendra.
13. Lindomann, E 1944 Symptomology and management of acute grief American journal of psychiatry vol.101, pp.141-148
14. Shader, I and Schwartz a 1966 Management of reaction of disaster social work vol 11, no.2
15. Siporin, m 1966 The experience of aiding the victiems of hurricane betsy social service Review vol 10.
16. Wolfenstein, m 1977 Disaster A Psychological Eessay new York arno press

G 3: Correctional Social Work

Unit No.	Title	Content	Suggested No. of Hours & Marks
1	Basic concepts and definitions /meaning (IPC)	a) Juvenile Delinquency b) Truancy and Vagrancy c) Juvenile Justice	06/15
2	Juvenile Delinquency	a) Extent of Juvenile Delinquency in India b) Causes of Juvenile Delinquency in India	05/15
3	Legislative & Rehabilitative Measures for Juvenile Delinquency	a) Legislative Measures <ul style="list-style-type: none"> • Provision in the Immoral Traffic Prevention Act 1986 • Provisions in Juvenile Justice (Care and Protection of Children) Act-2000 b) Rehabilitative Measures (JAPU Act) Nature and Function of observation home, Certified School, Industrial School, Probation Method and Juvenile Court	06/20
4	Integrated Child Protection Scheme	a) Introduction & Concept b) Administrative setup c) Funding and services	03/10
5	Crime (CRPC)	a) Theories of Crime b) Concept, Definition & Meaning of Crime c) Causes of Crime in India	06/15
6	Cyber Crime	a) Definition & Meaning of Cyber Crime b) Consequences of Cyber Crime	04/10
7	Institutional and Non-Institutional Services in India	a) Jail, Open Jail, Parole b) Probation, After Care & Preventive Measures c) Role of Social Worker in Correction Services	06/15

Reference Books :

- 1) Sethana M. J. Society and Criminals.
- 2) Dr. Kaldate S.V Society, Delinquents and Juvenile Courts, Ajanta Pub. New Delhi.
- 3) Dr. Hansa Seth, Juvenile Delinquents in Indian Settings.
- 4) Madan G. R. Indian Social problems Vol.II Encyclopaedia of Social Work.
- 5) Srivastava S. P Juvenile Justice in India, Ajanta Pub. New Delhi.
- 6) Mukharji S.K. Administration of Juvenile Correctional Institutions.
- 7) टां साळे प्राजक्ता, व्यावसायि समाज ार्य सं ल्पना आाि सिध्दांत, साईनाथ प्र ाशन, नाापूर
- 8) डॉ. ाळदाते सुधा, डॉ. ाळाने- ाटे शुभां ाी, ाुन्हे ाारीचे समाजशास्त्र, श्री. विद्या प्र ाशन, पुाे.

- 9) प्रा. सुल गी शिला, गुन्हा आर्ग समाज, डायमंड पब्लिं शन्स, पुंे.
- 10) डॉ. मायी सुनिल, गुन्हा आर्ग समाज, डायमंड पब्लिं शन्स, पुंे.
- 11) अल्वारीस लिला, मुले व गुन्हे गारी , श्री. विद्या प्र गशन, पुंे.
- 12) डॉ. गचोळे दा. धो., गुन्हा समाजशास्त्र, गै लाश पब्लिं शन्स, औरं गबाद.

G 4: Development of Weaker Sections

Objective:-

- 1) Understand the Weaker section of the Indian society
- 2) Understand the situation and problems of weaker section
- 3) Understand the welfare agencies and welfare scheme for weaker section
- 4) Enable to the student to know the contribution of social reformers for weaker section.
- 5) Understand the constitutional provisions for SC, ST and Minorities.

Sr. No	Title	Content	Suggested Hours& Marks
1	Weaker Sections of the Society	a) Meaning and Criteria of Weaker Section and Development b) Classification of Weaker Section— Scheduled Castes and Scheduled Tribes, VJNT, Minorities, Other Backward Classes c) Social inclusion and Rights approach	6/15
2	Problems of Weaker Section	Social, Economic, Health, Education and Political	5/15
3	Various Schemes and programmes for Development of the Weaker Sections	a) Reservation Policy, programme and various Schemes b) Present Status of Reservation Policy. c) Impact of Mandal Commission on development of OBCs d) National Scheme for rehabilitation of Scavengers	6/15
4	Scheduled Castes and Scheduled Tribes	SC & ST (Prevention of Atrocities) Act, 1989. Present status in Maharashtra Jaat Panchyat Prohibition Act.	5/15
5	Contribution of Reformers	a) Mahatma Jyotirao Phule b) Rajarshi Chh.ShahuMaharaj c) Dr. Babasaheb Ambedkar	5/15
6	Constitutional Provisions and Policies for Minorities	a) Succhar committee report b) National Commission for Minorities c) State Commission for Minorities d) for scheduled caste and scheduled tribe e) National Commission for SC and ST f) State Commission for SC and ST	8/25

Reference Book:-

1. Nair T.K.1975 Social Work Education and development of weaker section, ASSWI, Chennai.
2. Revankar R.S The Indian Constitution – a case study of Backward Classes.
3. Government of India Report on Customary Rights of Scavengers.
4. Kanaikil, Jose Scheduled Castes and Struggle against Inequality, Indian Social Institute, New Delhi.
5. Toshniwal (2009) Bhartiya Samaj-Samashya ani prashna, vishva publishers and Distributors, Nagpur.
6. Aglave Pradip(2009), bhartiya samaj, prashnn anni samasha, sainath prakashan, Nagpur.
7. Chavan Ramnath (1990), Jati Jamati, Mehta publication pune.
8. Chavan Ramnath (1989), bhatkya vimuletache aantrang sugava prakashan, pune.

9. Kharat shankarrao (July 2003), bhatkya vimukt jamati tyanche prashann, sugava prakasan, pune.
10. Chavan ramnath, bhatkya-vimuktanchee jatpanchayat volume-1, 2, 3 and 4.
11. Y.D Fadake (2006), Rakhiv Jaganchee shambhar varsh, sugava prakashan, pune.
12. Thorat sukhdeo & others (26 June 2010) khajgi ksetratil aarakshan, charchetil prashnn, garaj ani aapeksha, sugava prakashan, Pune.
13. Shette M.B.Anusuchit Jati ani Jamati Atyachar pratiband Kayada-1989
14. Pansare Govind-Mandal Aayog.
15. Kumbhar Nagorao, Aarakshan Ka va Kase.

G-5 Youth and Development

Concept:-

1. Understand the concept and situation of youth in India and the contributing factors influence of socio-economic & political situation on them
2. Understand the needs and problems of youth in India.
3. Understand the political and social youth movements in India
4. Understand youth related policies
5. Understand the international, national Government and NGO initiatives for youth development.

Unit No.	Title	Content	Suggest No of Home & Marks
1	Concept of youth & status	a) Concept, definition and characteristics of youth. b) Youth in India-Location-urban, rural, tribal, Role-student-non-student, gender, class, religion, caste, analysis of youth. c) Influence of socio-economic and political situation of youth.	7/20
2	Development & Problems	Development: Socialization, health, education, development-self-identity, employment, psycho-social needs. Problems of youth: unemployment, changing lifestyle, addictions (alcoholism, drug addition, smoking, gutka, gambling), violence and crime, sexuality- high risk behavior, sexual exploitation and experiences.	7/20
3	Youth Movements in India	Political, social and Educational movements	4/15
4	Youth policy & Model for youth work	Youth policy(2014), Education policy, Employment policy, H.R.D. policy and its impact, Treatment model, Reform movement, Advocacy model, etc.	7/15
5	International and national initiatives for youth	Role of UN, UNFPA, Youth Exchange Programmes, Ministry of HRD, Nehru Yuva Kendra, Directorate of sports and Youth Welfare, Student Welfare Centers at University and college levels, NSS, NCC, Employment Bureaus, Economic Development Corporations, Distance Education.	6/15
6	Other initiatives for youth development	Youth hostels, YMCA, YWCA, RGNIYD, NGO, efforts-sensitization and motivation of youth for change, youth leadership, CBOs and youth	5/15

Reference Book:-

1. Agenda Jayaswal (1992) youth & youth in India, Jaipur & New Delhi :Rawat publications
2. Ahuja, Ram (1996) Youth & Crime, Jaipur & New Delhi: Rawat publications
3. Choudhary, D. paul (1985) child welfare & Development, New Delhi, Atma Ram & sons

4. choudhary, D.paul (1967) Handbook of social welfare (fields of social work), New Delhi : Atmaram & sons
5. Shinde D. (1998), yuvakashi Hitguj, vitthalgajari Prakashan, Pune.
6. S.P. Angihotri, (1992) National Employment Programmes in India, Allahabad: Chugh Publicatons
7. S.M.Gagre Smaj Vinhyan mandal: Bhartiy Samaj vinhyan kosh, Volume- 4th
8. Saraswati S. (1988) youth in india, New Delhi: Indian Council of Social Science Research
9. Perspective in social work – Journal of college of Scoail work, Nirmala Niketan , Vol. XI no.1,96
10. Loksankhya shikshan va kutumba jivan shikshan (vachan sahitya) family planning Association of India, Pune.
11. Falake S.N., Asa Asava yuvak kharokhar , lokshikshan sanskar mala.

TW-3 Tribal Development Schemes and Programme

Unit No	Title	Content	Suggested No. of Hours and Marks
1	Tribal Development	Nature And Direction	04/10
2	Approaches to Tribal Development	a) Approaches b) Tribal Development Policy – A Historical Development	05/15
3	Tribal Development Schemes	a) Meaning of Tribal Development b) Schemes of Tribal Development	05/15
4	Development And Development Administration	a) Nature of Development b) Bureaucracy And Development Administration c) Role of Bureaucracy in developing countries d) Development Administration e) Characteristics of Development Administration	07/25
5	Tribal Economy	a) Nature and Problems b) Marketing of miner forest produce c) Farm and horticulture produce	06/15
6	Constitutional Safeguards	For Schedule Tribes	04/10
7	New National Policy	For Tribals	04/10

Reference Books :-

- 1) Shashi Bairathi, Culture Economy and Health Rawat Publication – Jaipur
- 2) Basu Ashok Ranjan, Tribal Development Administration in India, Mittal Publication – New Delhi
- 3) डॉ. एस.जी. देव गाव र, आदिवासी वि ास प्रशासन, श्री. साईनाथ प्र ाशन ना ापूर
- ४) डॉ. प्रदीप आ ालावे, आदिवासी समाजाचे समाजशास्त्र, साईनाथ प्र ाशन ना ापूर

TW-4: Ecology and Social Work

Unit No.	Title	Content	Suggested no. of Hours & Marks
1	Concept of Ecology and social work	a) Definition, types of ecology, importance of ecology , fields of ecology b) An ecological approach for social work practice	8/20
2	Biodiversity and its Conservation	a) Definition of Biodiversity, Types, importance, causes of threats to Biodiversity, b) Conservation of Biodiversity- Needs and Solutions	6/15
3	Climate Change and environment	a) Meaning, Causes, Impact, initiatives b) Global warming, Impact of floods and drought on human society and development	6/15
4	Environmental issues and Consciousness	a) Environment pollution and their effects, Solutions -Air, water, soil, Noise, Public health aspects, solid waste, e-waste b) Consciousness- Role of NGOs, Social workers, and Ecological Movements (Global level, people's initiatives to save their environment- Chipko Movement, Save forests movement, Mitti Bachao Andolan, Movements against big dams-Narmada and Tehri, Eco farming-natural farming efforts), c) Forestation programmes and policies.	8/20
5	Social Work Intervention	a) Environment degradation, and challenges, its impact b) Prevention, conservation and development of environment. c) Role of social worker in community participation and concerns environmental issues	6/15
6	Environmental protection	a) Role of Social worker in environment protection and education b) Initiatives by Government and NGOs c) Legal Aspects d) Environmental education	6/15

References:

1. SherrifAfzal,- Text book of Environmental Studies, Sublime Publications, Jaipur
2. Lt. Col, Gautam Sharma, - Environment, Man & Nature, Reliance Publishing House, New Delhi
3. Trivedi R. N. A. Text book of environmental Sciences- Anmol Publications Pvt. Ltd. New Delhi

4. G .S. Bhalla & Hem Khanna, Environmental Education –Regal publications New Delhi.
5. R. Kumar - Environment Pollution and Health Hazards in India,
6. Singh M.G.- Environmental Changes & development – Attar Chand, New Delhi.
7. Mourya S.D - Urbanization and Environmental Problems
8. I Mohan - Environmental Issues and programmes
9. Sapru R.K- Environmental Management in India
10. Ghosh G.K Environmental Pollution
11. Arnold, David and Ramchandra Guha (eds.),- Nature,Culture, Imperialism; Environmental History of South Asia, Delhi, OUP, 1999.
12. Centre or Science and Environment, The State of India’s Environment: The Citizen Reports Vol, I-IV, New Delhi.
13. Dansereau, Pierre, - The Human Predicament The Dimensions of Environmental quality in Human Ecology in the Common Wealth Proceedings of the FirstCommon Wealth Conference on Development and Human Ecology, Malta 18-24,London, Charles Knight and Co. Ltd. P.1.
14. Gadgil, Madhav and Ramchandra Guha,-Ecology and Equity; the use and Abuse of Nature in Contemporary India, Penguin, Delhi, 1995.
15. Goldsmith, E. And Hildyard, N. (ed.) –The Social and Environmental Effects of Large Dams; Vol. I-III (Overview, Case Studies and Bibliography), Wadebridge Ecological Centre U.K.
16. B Hermath S.R. Krishnan B.J., - All about Convention on Biological Diversity (CBD).
17. Mishra Anupam, - *Aaj bhi Khare hain Talab (in Hindi)*, Gandhi Peace foundation,New Delhi.
18. Owen, D.F.,- What is Ecology, Oxford University Press Oxford, 1980.
19. Paranjape Vijay,- Samaj Parvartana Samudaya Dharwad, Save Nilgiris Campaign. Ooty, Econet, Pune, 1996.
20. Sharma B.D.- Whither Tribal Areas ? Sahayog Pustak Kutir, New Delhi
21. World Watch Institute, - World Watch Papers (137 papers on environmental concerns)

TW-5 Environment Policy and Law

Unit No	Title	Content	Suggested No. of Hours and Marks
1	State of environment in India Problems related to environment	a) Forest cover, wild life, Amphibians, Aquatic life b) Irregular rainfall c) Depletion of ozone layer d) Global warming e) Extinction of species etc.	04/15
2	Environment Policy	a) Characteristics of Environment policy b) Role of government in protection and development of Environment	04/10
3	Land degradation	Extent of soil erosion, causes, remedies	04/10
4	Pollution	a) Water, Air and Noise pollution b) Causes and measures to control pollution	06/15
5	Biodiversity	Concept, Factors affecting Biodiversity, endangered species	04/10
6	Birds – Role of Social worker and NGOs	a) Role of birds in environment, endangered species of birds and measures to protect them. b) Role of Social Worker and NGOs creating awareness about environment	04/15
7	Special Acts (main provisions)	a) Forest Conservation Act, 1980 b) The Wild Life protection Act, 1972 c) Air (Prevention and Control of pollution) Act 1981 d) The Environment (Protection) Act 1986 e) The Water (Prevention and control of pollution) Act-1981 f) The Insecticides Act – 1968 g) Scheduled Tribes and Traditional Forest Dwellers (Recognition of Forest Rights) Act -2006	10/25

References:

1. P.C. Jooshi – Namita Joshi Biodiversity and conservation, A.P.H. Publishing corporation 5, Ansari road New DELHI- 110002
2. P.S. Jaswal – Nishita Jaiswal Environmental Law – Allahabad Law Agency, Law Publications Faridabad (Haryana)
3. Upadhyay J.P. Environmental Law
4. Benionadeb Chatterjee Environmental Laws- Implementation Problems and Perspectives

CD-3: RURAL AND URBAN ECONOMY

Learners Objectives;

1. To develop an understanding about the Rural Economy and Rural Co-operation.
2. To help students an understand the Rural Co-operative Credit Structure.
3. To develop knowledge and understanding about the Urban Co-operative and Credit Systems.
4. To help students to understand about the Development of urban areas and Urban Economy.

Unit No.	Title	Content	Suggested Hours & Marks
1	Rural Economy	a) Meaning, scope and Importance b) Characteristics of Rural Economy c) Agricultural Productivity & Rural Economy d) Economic activities in Rural areas	6/15
2	Rural Co-operation	a) Meaning, definitions & Principles of Co-operation. b) Characteristics and Importance of Co-operation. c) Types of co-operative society d) Role of co-operatives in empowering the poor and marginalized f) Contemporary problems and challenges to co-operative sector	8/15
3	Rural Credit Systems	a) Rural Co-operative Credit Structure b) Self-Help Group, Micro-Credit system c) Role of NABARD and Commercial Banks.	6/15
4	Development of Infrastructure and Rural Economy	a) Nature of Development of Infrastructure in Rural area b) Development of Infrastructure and Rural Economy	5/10
5	Urban Economy	a) Meaning, scope and Importance b) Characteristics of Urban Economy c) Economic activities in urban areas	5/15
6	Urban Co-operative and Credit Systems	a) Urban Co-operative and Credit Structure b) Role of Commercial Banks. c) The Economic Organization in urban areas	5/15
7	Development of urban areas and Urban Economy	a) Patterns of land use & Zoning b) Suburbanization, Markets, Transportation, Education, Crime, Housing and Migration and their Influence on the Urban Economy c) Industrial Development and Urban Economy	7/15

Reference Books:

1. Ahuja - Indian Economy
2. Ghanekar V.V. - Co-operative Movement in India
3. Sundaram and Dutta - Indian Economy.
4. Mamoria C.B. Agricultural Problems in India

5. Misra S.K. & V.K.Puri (2007) Indian Economy – Himalaya Publication house Mumbai.
6. Agrawal A.N. Indian Economy Problems of Development and Planning.2006.
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९. सराफ मोहन - सह ार, विद्याप्र ाशन, नाडुपूर.
१०. डॉ. उयुःडुडुधर - शेतीचेअर्थशास्त्र
- ११.डॉ. ॢ००० वाडमु ंदराव भारताचे ःषीअर्थशास्त्र, ंन्टीनेन्टलप्र ाशन,पूे
- १२.डॉ. बोधन रसुधीर&डॉ. ानेट रमेघा, आर्थि ंि०००ेजनवभारताचावि ास, साईनाथ, नाडुपूर

CD-4: Community Development And Governance

Learners Objectives;

1. To develop an understanding about the Concept of Community Development\
2. To help students to understand different Theories, approaches and strategies of Community Development
3. To help students to understand the different Community Development Project in Maharashtra.
4. To help students to understand the Concept, & Various dimensions of governance.

Unit No.	Title	Content	Suggested Hours & Marks
1	Community Development	a) Concept, Definition & Objectives of Community Development b) Principles of Community Development.	5/10
2	Historical Review of Community Development	a) Experiments in Rural Reconstruction b) Voluntary Community Development Projects like- Firka, Nilokheri, Marthandam, Sriniketan and Sarvodaya.	6/15
3	Community Development Programme	a)Administrative structure and Objectives of Community Development Programme b) Major activity of Community Development Programme	6/15
4	Community Development Theories, Approaches And strategies	a) Theories of Community Development b) Approaches of Community Development c) Strategies of Community Development	7/15
5	Community Development Project in Maharashtra	Case Studies: a) Raleganshiddhi b) Hiware Bazar c) Lekhamendha d) Baripada	6/15
6	Concept of Governance	a) Concept, Definition of governance b)Various dimensions of governance c) Concept of good governance	6/15
7	Community Development and Governance	a) Governance: Models, Measures, and Mechanisms. b)Rural, Urban and Tribal Community Development Programmes and its Governance	6/15

Reference Books:

1. Training Module / Guideline NIRD, Hyderabad Rural Development in India
2. Prof. Patil V.B, Panchayat Raj
3. Suganchand Jain, Community Development and Panchayat Raj in India
4. Dahama O.P, Community Development
5. B.Mukharji, Community Development
6. Pillai P Gopichandran, Rural Development in India, Pointer Publisher; New Delhi.

7. Turner, M & Hulme, D. (1997) Governance Administration and Development:

Making the State

8. Gunjal V R , 'Panchyat Raj' Gramin vikas Aani Sarpanch, Aharav Publication, Jalgaon. (Marathi Book)

9. तिजारे बी.व्ही. - सामुदायिक विस्तारशास्त्राचा विकास

१०. लांसेली.व्ही. - सामुदायिक विस्तारविस्ताराचीमुळतत्त्वे

११. घातोंळे रा.ना. - ग्रामीणसामुदायिक विस्तार

CD-5: Management Of Voluntary Organization

Learners Objectives;

1. To develop an understanding about the Concept of Management & Voluntary Organization.
2. To help students to understand Special Acts related to Voluntary Organization.
3. To develop an understanding about the Registration procedure for Voluntary Organization.
4. To develop an understanding about the Governance of Voluntary Organization.
5. To help students to understand the different Financial Resources of Voluntary Organization.
6. To help students to understand the Roles and Functions of Voluntary Organization.

Unit No.	Title	Content	Suggested Hours & Marks
1	Concept of Management	a) Concept, and Basic principles of Management b) Importance of Management c) Concept of POSDCORB and their application to Voluntary Organization	6/15
2	Concept of Voluntary Organization	a) Definition, Concepts, Objectives and Types of Voluntary Organization b) Historical reviews of Voluntary Organization c) Principles of Voluntary Organization	6/15
3	Voluntary Organization and Special Acts	a) The Societies Registration Act, 1860 b) The Maharashtra Public Trust Act c) FCRA : Foreign Contribution Regulatory Act d) Income tax Act 1961: Section 10, Income Tax Exemption Under Sections 11 and 12, and Rebate under Sections 80G and 35AC.	7/15
4	Establishment of Voluntary Organization	a) Registration procedure for Voluntary Organization b) Memorandum of Association	5/10
5	Governance of Voluntary Organization.	a) Management Committee, Members of the organization, office bearers & Volunteers: Role and Functions b) Documentation, Types of records. c) Project proposal Writing, Project Management d) Career Opportunity for students of Social Work in Voluntary Organization	6/15
6	Financial Resources of Voluntary Organization	a) Identification of funding agencies; Principles and methods of Fund raising. b) Financial Resources : Self, State, Central Governments, Foreign Government, Corporate Social Responsibility (CSR) and other funding agencies etc.	6/15
7	Roles and Functions of Voluntary Organization	a) Roles and Functions of Voluntary Organization b) Working Area of Voluntary Organizations c) Capacity Building of Voluntary Organizations for Sustainable development d) Challenges of Voluntary Organization	6/15

Reference Books:

- 1) Dr. A. Chandramohan, Human Resource Management, APH Publication, New Delhi.
- 2) Chandhari D. Pual, Social Welfare Administration. Atmaram & Sons publication.

HRM – 3 Human Resource Management

1. To impart knowledge about the concept and the latest trends in Human Resource Management (HRM)
2. To inculcate certain skills, techniques and competencies among the learners so that they are able to perform various functions of HR Manager.
3. To make the learners aware about certain important concepts of HR Field.
4. To make them learn about employee development process as well as the methods of their performance appraisal.

Unit No.	Title	Content	Suggested No. of hours & Marks
1	Human Resource Management & Human Resource Development - Basic Concept & Issues	a) Concept and Meaning of Human Resource Management & Human resource Development. b) Evolution - Nature, Objectives, Scope and Importance of Human Resource, principles of HRM c) Inter-relationship between Human Resource Management & Human Resource Development	08/20
2	Structure And Functions Of HRM	a) Organizational Structure of HR department. b) Operative and Managerial functions - Qualities, Functions and Role of Human Resource Manager. Changing role and emerging challenges before HR managers in the context of HRM.	06/15
3	Human Resource Policies & Planning	a) HR Policies: Meaning, objectives & contents of HR policies, principles & essentials of sound policies, importance and implementation. b) Human Resource Planning – Meaning, need, objectives, process and importance of HR Pand methods of HRP. c) Talent acquisition: Meaning, objectives, types, importance, methods, current policies, practice and challenges in recruitment and selection. Attraction of talents, induction, importance of job description, specification and job design. Job evaluation meaning, tools, techniques, methods and their importance.	08/20
4	Practices In HR	a) Performance Management: Merit Rating and Performance Appraisal Systems: Meaning, objectives, need, process, importance, tools and modern techniques of merit rating and performance appraisal b) Promotions and Transfer: Meaning, goals, principles, policies, criteria/ parameters, types, essentials & salient features of sound promotion and transfer policies. c) Fringe benefits and perk- perquisites, Financial and non-financial Incentives, its impact on the employees' performance.	06/15
5	Training & Development In Corporate And Non-Profit Organizations	1. Employees Training: a) Meaning of training, identification of training needs b) Types and methods of training- Lecture, Case-study, Role-play, management games, use of Audio-Visual Aids, essentials of good training programme 2. Executive/ Management Development: Identification & Assessment of Training needs, importance, recent trends in executive/ management	06/15

		Development/Training programmes, developing and designing effective HRD training programme, skills of effective trainer.	
6	Strategic HRM And Other Dimensions	<p>a) Strategic Human Resource Management: Concept and nature of strategy and strategic management, strategic management process, implementation, role HRM in strategy formulation, contingency or structural approach to strategy. Focus area: 7- 'C' of SHRM- culture, competency building, career planning, coaching, consultant role, and communication and compensation management.</p> <p>b) Human Resource Audit: Concept of HR audit, nature, scope, need & significance, approaches</p>	06 /15

REFERENCES:

- Anuradha Sharma & Aradhana Khandekar 2006 Human Resource Management – An Indian Perspective, Response Books, New Delhi
- Bhatia S.K 2006 Human Resource Management – A Competitive Advantage, Deep & Deep Publications Pvt Ltd, New Delhi.
- Deepak Kumar Bhattacharya, 2009, Compensation Management, Oxford University Press, New Delhi.
- Dipak Kumar Bhattacharya 2002 Human Resource Management, Excel Books, New Delhi
- Gary Dessler 2002 Human Resource Management, Practice-Hall of India Private Limited, New Delhi.
- Gupta C.B 2002 Human Resource Management, Sultan Chand and Sons, New Delhi.
- Jyothi P & Venkatesh D.N 2006 Human Resource Management, Oxford University Press, New Delhi.
- Mamoria C.B 1996 Personnel Management, Himalayan Publications, New Delhi.
- Mondy, Robert & Shane 1996 Human Resource Management, Prentice Hall, New Delhi.
- Rao T. V 2000 Human Resource Development, Sage Publications, New Delhi
- Rao V.S.P 2000 Human Resource Management:, Sage Publications, New Delhi.
- Tripathi.P.C 1999 Principles of Management, Tata McGraw Hill, Mumbai.

HRM – 4 Personnel Management And Industrial Relations

Learner Objectives:

- 1) Develop knowledge and understanding about functions of Personnel Management.
- 2) Develop an insight of various policies, practices, importance and relevance of Personnel Management.
- 3) Develop a comprehensive understanding about trade unionism and industrial relations perspective
- 4) Understand the intervention strategies and role of government
- 5) Develop an understanding about the various factors influencing the industrial relations.

Unit No.	Title	Content	Suggested No. of hours & Marks
1	Personnel Management	a) Definition, Objectives, Goals, Scope Principles, Importance of Personnel Management b) Structure and functions of Personnel Management department in modern industrial organizations c) Role of Personnel Managers in industrial organizations	06/15
2	Recruitment and Selection	a) Meaning, objectives, types, internal & external sources of recruitment and process of recruitment b) Selection process, criteria, steps & methods, importance of systematic and scientific selection procedures	06/15
3	Wage and Salary Administration	a) Various aspects of wage & salary administration b) Peculiarities and structure of ideal wage & salary policy c) Piece-rate and Time- rate wage system, modern criteria& methods of payment of wage and salaries/ pay package.	06/15
4	Industrial Relations	a) Meaning, Concept, Scope, Evolution and development of Industrial Relations in India. b) Role of Government, Employers and Trade Unions in Industrial Relations	06/15
5	Mechanisms of Industrial Relations	a) Collective Bargaining, Joint Management Councils, Works committee b) Workers Participation in Management, Grievance handling procedures	06/15
6	Industrial Disputes and Industrial Relations machinery in India	a) Meaning, Nature, Scope and Etiology of Industrial Disputes and industrial conflicts. b) Strikes, Lock-outs, Closure, Go-slow and other forms and types of Industrial tactics c) IR machinery: Conciliation, Arbitration and Adjudication	06 /15
7	Trade Unions	a) Types, Meaning, Objectives and Functions b) Recognition procedure c) Trade Union movement in India d) Role of ILO in labour movements e) Problems of Trade Unions: leadership, finance, Rivalry between Unions	05/10

Reference Books:

1. Mamoria C.B, third Edition, 1983. Personnel Management
2. Davar R.S,1976 Personnel Management & Industrial Relations, Vikas Pub. Masjid Rd Jangpur,New Delhi
3. Rakesh K. Chopra - Management of Human Resources, Kitab Mahal ,Alahabad .
4. Sengupta and others. Personnel Management in India

5. Santosh Gupta and Sachin Gupta, Human Resource Development, Concepts and Practices, Deepand Deep Pub. Pvt., F 159, Rajouri Garden, New Delhi.
6. Bhagoliwel, T. N. (1990) Personnel Management and IR
7. Michael V.P- Industrial Relations and workers involvement, Himalaya Pub. House, Mumbai.
8. Agarwal S.L. -Labour Relations Law in India
9. Charles Myer.- Industrial Relations in India
10. Punekar S.D. Labour Welfare, Trade unions and Industrial Relations, Himalaya Pub. House,Mumbai.
11. Sharma G.K., Labour Movement in India, Sterling Pub., New Delhi.
12. Schil Jawed -Trade Union Movement in India, Sundeep Publication, and New Delhi.
13. Karnik V.B., Indian Unions –problems and Prospects, Minerva Associates, Kolkata

HRM – 5 Organizational Behaviour

Learner Objectives:

1. Develop an understanding about individual behavior, inter personal behavior in the organization.
2. Equip the HR professionals/students in managing human behavior in organizations.
3. Equip the students in facilitating a better understanding of the “self” and professional behavior in relation to others.

Unit No.	Title	Content	Suggested No. of hours & Marks
1	Fundamentals of Organizational Behaviour	a) Concept, nature, scope, significance, historical and emerging perspectives of Organizational Behaviour. b) Human needs, Frustration, Attitudes –their formation, Measurement & change, Job satisfaction.	06/15
2	Industrial Psychology	a) Definition, Nature, Scope & Development of Industrial Psychology. b) Role & Importance of Psychology in Industrial Settings. c) Practical application of psychology in industrial settings.	06/15
3	Motivation	a) Definition, basic needs of Human being, Importance. b) Fundamental theories of Motivation and its relevance in present context, c) Motivation & Performance.	06/15
4	Employees Morale	a) Meaning and Importance of Moral, Measures & Techniques of promoting Morale b) Factors Contributing to high level of Moral in the Organization.	06/15
5	Occupational stress and its management	Concept, stressors, fatigue, monotony, burnout, impact of stress on employees, employer and productivity, stress management and coping mechanisms. IQ, Emotional Quotient, Spiritual Quotient- and stress management.	06/15
6	Employees Counselling	a) Concept, Objectives, Need, Functions, Techniques & Types of Employees Counseling. b) Advantages & Effectiveness of Employees Counseling. c) Role of Social Worker / H. R. Manager in Counseling.	06/15
7	Communication in Industry	a) Definition, Concept, Importance, Types. b) Channels of Effective Communication in industry.	05 /10

Reference Books:

1. Ahujak. k. (1990) Organization Behaviour, Kalyani publication, New Delhi
2. Ghosh P.K. and Ghorpade M.B. (1991) Industrial and Organizational Psychology, Himalaya publishing house, Mumbai
3. Ghorpade M.B. (1980) Industrial Psychology, Himalaya publishing house, Mumbai
4. Gilmer (1961) Industrial Psychology, McGraw hill, London
5. Sinha Durganand (1992) Studies in Industrial Psychology, Sriram Mehar and co. Agra
6. Stephen P. Robbins (2002) Organizational Behavior, Pearson education Asia, New Delhi.
7. Pareek Udai : Organizational behaviour .
8. Rao M.G: Organizational Behaviour.
9. Blum, Naylor (1988): Industrial Psychology, Delhi: Theoretical & Social foundation.
10. Dwivedi R.S. (1995): Human Relations and Organizational Behaviour, Delhi: MacMillan.
11. Kalia, H. L.: Industrial and Organizational Psychology, 2006, Volume I & II, Delhi: Kalpaz Publications.

FOURTH SEMISTER

Group	Subject Code	Title	Marks
Compulsory	SW -241	Social Policy, Planning And Administration	100
	SW -242	Health System In India	100
	SW -243	Corporate Social Responsibility	100
	SW -244	Field Work Practicum	150
	SW-245	Research Dissertation (Project Report)	150
	SW 246	Viva Voce	50
Generic	G-6	Institutional Management	100
	G-7	Social Welfare And Social Justice	100
	G-8	Family And Child Welfare	100
Tribal Welfare	TW-6	Administration Of Tribal Welfare	100
	TW-7	Environment Development Programme	100
	TW-8	Rural & Tribal Movement In India	100
Community Development	CD-6	Education For Social Development	100
	CD-7	Participatory Approaches Of Community Development	100
	CD-8	Municipal Administration	100
Human Resource Management	HRM-6	Labour Economics	100
	HRM-7	Personnel Procedures & Practices	100
	HRM-8	Industrial Sociology	100

SW 241: Social Policy, Planning and Administration

Learner Objectives:

- 1) Gain Knowledge of policy analysis and the policy formulation process.
- 2) Acquire in critical analysis of social policies and development plans.
- 3) Study social policies, plans & programmes so as to be able to interpret, enforce & challenge them.
- 4) Develop an understanding of social policy in the perspective of national goals as stated in the Constitution particularly with reference to Fundamental Rights and the Directive Principles of State Policy.
- 5) Examine application, and litigation machinery.

Unit No.	Title	Content	Suggested No. of Hours & Marks
1	Social policy	<ul style="list-style-type: none"> • Concept , Scope and characteristics • Relationship between social policy and social Development • Role of Ideology and values in social policy 	08/20
2	Policy Formulation	<ul style="list-style-type: none"> • Indian constitution Parliament • Judicial pronouncement and Social Policy • Process of social Policy Formulation and limitations • Models of social Policy 	06/15
3	Review and Evaluation	<ul style="list-style-type: none"> • Review of Major policies an programs • Evolution of social policy in Indian a Historical perspective 	06/15
4	Different social and welfare policies and programme	<ul style="list-style-type: none"> • Social welfare • Women child and physical disabled • Welfare of SC ST and minorities • Poverty alleviation 	06/15
5	Social planning	<ul style="list-style-type: none"> • Concept , scope , principals • Planning process • Historical review of planning commit ion • Niti Aayog- concept and function • Peoples participation in social planning 	08/20
6	Social Welfare Administration	<ul style="list-style-type: none"> • Concept , nature, types and Principals • Administration of social and Welfare services including Administration • Types of Authority and Administration 	06/15

Reference Books:

- 1) Bhanti R. 1993, Social Policy and Dev. In Rajsthan, Himanshu Pub. Udaipur.
- 2) Ganapathy R.S. and others. 1985- Public Policy and policy Analysis in India, Sage Publications, Delhi.
- 3) Hebsur R.K. (ed) Social Intervention for Justice, TISS, Mumbai
- 6) Midgley, James Social Development – The developmental perspective in social welfare Sage publication New Delhi, 1955.
- 7) Mundle S. 1993 – Policies, Paradigms and development debate at the close of 21st century – Economic and Political weekly. Vol.XXVIII, No. 26, Sept 4 -1993
- 8) Mishra R. 1977 Society and Social Policy, McMillan Ltd. London
- 9) Rastogi P.N. 1992 Policy Analysis and problem solving for social systems, Sage Publication, New Delhi.
- 10) Choudhary D. Paul, Social Welfare Administration.
- 11) Chakraborty S. 1987 Development Planning Indian Experience, Oxford: Claredon press
- 12) Kulkarni P.D. 1979 Social Policy and Social Development in India
- 13) Mathur, K. Bjorkman Top Policy Makers in India, Concept publishing co. New Delhi.

SW-242: Health System in India

Learner Objectives:

1. To understand concept of health, disease and public health in India
2. To understand Right based approach and functional approach of health
3. To understand health policy, commission and health rehabilitation in India

Unit No.	Title	Content	Suggested No. of Hours & Marks
1	Concept of Health	Medicine and Sociology; Health- Definition, Meaning; Scope; Determinants- Heredity, Environment, Psychosocial Environment ,Bio-Physical Environment; Health and Social Institutions i.e. Family, Finance, Education, Religion and	06/15
2	Concept of Public Health	Community Health- Meaning, Definition, Nature; Public Health- Meaning, Definition; Community Health Service; Concept of Health-hygiene- Meaning, definition, Levels; Diversity in Community Health Services	06/15
3	Diet and Nutrition	Diet- Types-Nutritious and Mal-nutritious; Factors of nutritious diet- Protein, Fats, Starchi food, vitamins, minerals, water ; Causes and measures of malnutrition	06/15
4	Disease and related concepts	Concept- Disease, Illness and Sickness; Sick Role- Talcot Parson's concept; Jewsons Research Contribution on Trends of Sick Role; Disease- Meaning, definition, types; Aetiology, Diagnosis-important factors; Epidemiology- Social Epidemiology-Meaning, Definition, Case-Incidence, Prevalence-	06/15
5	Relationship of Family and Health	Family-meaning, definition; structure-Marriage-residence- Parenthood; Health and family welfare in India-WHO ,UNICEF,SIDA, DANINDA, NORAD, USAID; Hospital-definition, types, functions; Treatment-Methods-Ayurveda Siddha Unani Homeopathy Yoga Naturopathy	06/15
6	Health in right based approach	Health for All; Health policies, programmes-objectives of Govt. of India, Health Commissions; Water pollution, Health or Medical Insurance	06/15
7	Rehabilitation	Medical rehabilitation; types of rehabilitation; Disability-magnitude, rehabilitation centers, councils, rights	05/10

Reference

1. Talcott Parsons : The Social System
2. आरोग्यआणिसमाज : पी.काकुलकर्णी, डायमंडप्रकाशन, २००८
3. ParkJ. E. and ParkK.; Tex tBook of Preventive and Social Medicine,
4. PatanaikAnjaliNutritionEducation,APHPublishingCorporation5,AnsariRoad,DaryaGanj,Delhi002
5. Bedi Yashpa Hygiene and Public Health, Atmaram & Sons Delhi.

SW – 243 Corporate Social Responsibility

Objectives:

1. To understand the Concept, Philosophy and Scope of CSR at Global level and in India
2. To understand the CSR perspectives, guidelines, legal framework in India
3. To develop scientific approach to CSR project for sustainable development
4. To acquire the knowledge, attitudes and skills to frame CSR policies and practices for social worker an appropriate to the Indian workplace.

Topic No.	Title of topic	Contents	Allotted Hrs. and Marks
01	Social Responsibility & CSR	a) Social Responsibility – Meaning and Concepts b) Corporate Social Responsibility (CSR) – Meaning, definition and Concepts. c) Basic elements, characteristics and scope of CSR.	06/15
02	CSR Debates & Perspectives in India	a) Philosophy of CSR – Moral, Rational And Economic Arguments for CSR b) CSR: From Philanthropy to Public- Private-People Partnerships, Practices and Affirmative action. c) Perspectives of CSR: Reputation capital, Eco-social perspective, Rights-based Perspective and Human Rights.	08/20
03	Policies of CSR in India	a) Company Act 2013 - relevant provisions of CSR. b) Legal frame work, rules & regulations, Policies and guidelines for CSR. c) Factors influencing CSR policy.	06/15
04	CSR and Social Development	a) Financial/ Resources Support (Donor Agency) for Social Development Projects. b) Self-Managed/ Designed Projects c) CSR and Social Development: Emerging Fields, Issues and Challenges.	06/15
05	CSR Projects Planning & Management	a) CSR Project Development Stages b) Project Planning, Management, Monitoring, Evaluation& Audit. c) C. Concept of Social Audit in CSR.	08/20
06	CSR & and Social Work	a) Corporate Competencies & Skills for Social Worker b) Use of Social Work Methods and Approaches in CSR c) Role of HR Professionals, Social Worker and NGOs in CSR	06/20

References:

1. Agrawal Sanjay, (2008), Corporate Social Responsibility in India, Sage Publications, New Delhi
2. Benn & Bolton, (2011). *Key concepts in corporate social responsibility*. Australia: Sage Publications Ltd.
3. Brummer, J.J. (1991). *Corporate Responsibility and Legitimacy: An interdisciplinary analysis*. Westport, CT: Greenwood Press.
4. Dr. Priyanka Kaushik Sharma (2016), Business Ethics and Corporate Social Responsibility, Galgotia Publishing Company, New Delhi.
5. Reddy Sumathi (2004), Corporate Social Responsibility- The Environmental Aspects ICFAI University 2004.
6. Ray Subhasis (2004). Corporate Social Responsibility — Cases ICFAI University Press
7. Reddy Siunathi (2004), Corporate Social Responsibility — Contemporary Insights ICFAI University Press
8. Reddy Surnathi, Stefan Seuring, CSR Sustainable Supply Chains

G 6: Institutional Management

Learner Objectives:

- 1) To expose the students to managements principle.
- 2) To develop in students an understanding of organizational behavior.
- 3) To enable students to understand the concept of management & Administration of welfare organization.
- 4) To help student to understand the registration procedure of organization, their planning & related aspects.

Unit No	Title	Content	Suggested No. of Hours & Marks
1	Welfare Organization	<ul style="list-style-type: none"> • Definition, Meaning and Importance • Principles of Administration • Need of welfare & Development organization 	08/20
2	Management of Welfare Organization	<ul style="list-style-type: none"> • Definition, Meaning and Importance • Principles of Management • Concept of POSDCORB • Function of Management 	06/15
3	Governance of Welfare Organization.	<ul style="list-style-type: none"> • Registration of welfare Organization • NGO Governance, Role of Trustees • Accountability & Transparency 	06/15
4	The Societies Registration Act.1860	<ul style="list-style-type: none"> • Main Provision 	06/15
5	Organizational behavior	<ul style="list-style-type: none"> • Motivation, Leadership, Supervision, Team building, Conflict. • Decision Making • Stress Management 	08/20
6	Programme Management	<ul style="list-style-type: none"> • Resource Mobilization, Fund Rising • Documentation, Maintenance of records • Preparation of Project proposal. • GO. & NGO Interface, Public Private 	06/15

Reference Books:

- 1) Dr. A. Chandramohan, Human Resource Management, APH Publication, New Delhi.
- 2) Chandhari D. Pual, Social Welfare Administration. Atmaram & Sons publication.
- 3) Datar S.V. Societies Registration Act (Marathi) Chaudhari Law publisher, Pune.
- 4) Alex B. Fernandez, Social Work and NGOs, K. Geethakumari Pacific Books International Delhi-110009.
- 5) Ravi Shankar kumar, Role of NGOs in Developing countries. Singh (2003) Deep & Deep Publication Pvt. Ltd. New Delhi-110064
- 6) Chandra Snehlata (2003) :-Guidelines for NGOs Management in India Kanishka Publishers, Distributors New Delh.
- 7) Bodhankar Sudhir(2003) Manavi Sansadhanache Vyavasthapan, KanetkarMedha, Shri.Sainath Prakashan, Nagpur
- 8) Saraf Mohan, Vyavasthanachi Multatve, Dapke Ramesh, Vidya Prakashan, Nagpur.
- 9) Seth Rupali (2009) Vyavasthanachi Tatve Aani Karya, KulkarniVidula, Dimond Publication, Pune.
- 10) Lohar Anil (2009), KaryalayaVyavasthapan, Kothari Prakash, Prashant Publication ,Jalgaon
- 11) Lohar Anil (2014) Aadhunik Karyalaya V yavasthapan, Sukhdane Chhaya, Prashant Publication, Jalgaon.
- 12) Datar S. V. Sanstha Nondani Kayada, Chaudhari low Publishers, Pune.
- 13) Dr. Kadvekar Vyavsaik Vyavasthapan Diamond Prakashan, Pune.
- 14) Dr. Gangadhar Kayande Patil, vyavasthapanachi Multatwe, Chaitanya Publication, Nashik.

G 7: Social Welfare and Social Justice

Learners Objectives;

1. Develop a understanding of the concept of Social Welfare.
2. To help students to critical understanding Schemes of Welfare & Areas of Social Welfare.
3. To help students to understanding concept of Social Justice, Constitutional Provisions for Social Justice.
4. To help students to understand Schemes of Social Justice in the State of Maharashtra.

Unit No	Title	Content	Suggested No. of Hours & Marks
1	Social Welfare	a) Definition, Meaning, Concept. b) Nature and Importance of Social Welfare c) Models of Social Welfare d) Concept of Welfare State	06/15
2.	Schemes of Welfare	a) Anti-poverty program. b) Employment Guarantee Schemes. c) Sansad Adarsh Gram Scheme	06/15
3	Main Areas of Social Welfare	a) Child Welfare b) Disabled Welfare c) Aged Welfare	06/15
4.	Social Justice	a) Definition, Meaning, Concept. b) Importance of Social Justice. c) Equality before law. d) Human Rights and Social Justice.	08/20
5	Constitutional Provisions	a) Constitutional provisions and safe guards for Minority b) Constitutional provisions for SC, ST, VJ,NT,OBC	06/15
6	Schemes of Social Justice in the State of Maharashtra	a) Dadasaheb Gaikwad Swabhimani and Sabalikaran Schemes b) Dalit WastiSudharYojana. c) Gharkul Yojana d) Schemes for Educational upliftment of Scheduled Castes	08/20

Reference Books:

- 1) Desai D. A. Social Justice- a dialogue, Rawat Publication, Jaipur.
- 2) Sandanshiv D. N. Law and Social Justice, Siddhart Pub. Mumbai
- 3) Jogdand P.G. Globalization and Social Justice, Rawat Publication, Jaipur.
- 4) Dr. Sachdeo D. R. Social Welfare Administration in India, KitabMahal, Alahabad.
- 5) S. L. Goel & Jain R.K. Social Welfare Administration, Deep and Deep Pub. New Delhi.
- 6) Friedlander W.A and Apte R Z Introduction to Social Welfare, Prentice Hall India Pvt. Ltd. New Delhi.
- 7) Parmar P. M. Social Work and Social Welfare in India, Sublime Pub. Jaipur.
- 8) Indian Institute of Technology Strategies for Social Justice, Commonwealth pub. New Delhi.
- 9) Shaikh Azhar Iqbal Introduction to Social Welfare, Sublime Pub. Jaipur.
- 10) Chaudhari D. Paul Profile of Social Welfare & Development in India, M. N. Publishers & Distributors, New Delhi.
- 11) Chaudhari D. Paul Handbook of Social Welfare, Atmaram & Sons-Delhi
- 12) Rameshwari Devi and Ravi Prakash Social Welfare Administration methods & Research Mangal Deep Publications, Jaipur.
- 13) सामाजि न्याय विभा I महाराष्ट्र शासन वाटचाल सामाजि न्यायाच्या दिशेने

G 8: Family and child welfare

Unit No	Title	Content	Suggested No. of Hours & Marks
1	Family as a Social System	<ul style="list-style-type: none"> • Concept, Types and functions of Family • Evolution of Family as Social Institutions • Role of Family in Social Development • Concept of Marriage • Review of changing situations in Marriage and • Marital relationship 	06/15
2	Family Welfare Programmes	<ul style="list-style-type: none"> • The concept of Family Welfare • Social Policies relating to Family • Constitutional provisions and legal safeguards • Family Welfare in National Plans • Family counseling and support systems 	06/15
3	Family centered Social Work	<ul style="list-style-type: none"> • Concept, Principles and Methods • Methods of intervention (case work, counseling and guidance, family therapy, Advocacy, crisis intervention etc.) • Rehabilitative and Preventive aspects of Social • Work with Families 	06/15
4	Child Welfare	<ul style="list-style-type: none"> • Concept, philosophy and principles • Demographic characteristics of child population in India • Welfare programmes and services for children • Social work intervention with child welfare 	06/15
5	Child Health and Nutrition	<ul style="list-style-type: none"> • Health and Hygiene • M.C.H. programmes • Pediatric practices • Genetic counseling • Nutrition, Deficiencies, Nutrition Education 	06/15
6	Women Welfare	<ul style="list-style-type: none"> • Demographic characteristics and concept of Women Welfare • Government and Voluntary efforts in Women Welfare • Women organizations, their role and contribution to Women Welfare • Women Empowerment – concept and scope 	06/15
7	Protection of Children from Sexual Offences Act, 2012	<ul style="list-style-type: none"> • Introduction and an overview of the Act • General Principles • Role of Social Workers 	05/10

Reference Books:

1. Harris C.C. (1969), The Family- an Introduction, George Allen and Unwin Ltd. London.
2. Elliot and Merrill (1960), Social Disorganization
3. Gore M.S. (1968), Urbanization and Family Change, Popular Prakashan, Mumbai
4. Desai Murli (1986), Family and Intervention- some case studies, TISS, Mumbai
5. Singh, Yogendra(1997) Social Stratification and Change in India, ManoharPublic.New Delhi

6. Pandey, Rama's, Child Socialization in Maharashtra, Somaiyapubli. Pvt. Ltd. Mumbai
7. Naik J.P. Status of Women in India, report of the national communities
8. Singh, K.P., Status of women and population Growth in India
9. National Plan for women and children – NIPCCD New Delhi

TW-6: Administration of Tribal Welfare

Sr.no	Title	Content	Suggested no. of Hours and Marks
1	Tribal Welfare and Development	a) Meaning of Tribal Welfare. b) Pre Independence and Post-Independence Approaches for Tribal Development	06/15
2	Administration of Tribal Welfare and Constitutional Frame work	c) Tribal development administrative structure at Central and State level d) Constitutional and administrative frame work e) 5 th and 6 th Scheduled of the constitution f) Panchayat (Extension to Scheduled area) Act-1996 g) Maharashtra Rules (Extension to Schedule areas) 2014	08/20
3	Structure, Functions and Administration of Tribal Development	c) Maharashtra Tribal Development Corporation d) Integrated Tribal Development Project e) Tribal Development Co-operative Societies f) Tribal Co-operative Marketing development Federation of India Limited (TRIFED) g) Tribal Research and Training Institute	08/20
4	Tribal Welfare Programmes	a) Schemes under Tribal Sub Plan in Maharashtra b) Welfare Programmes for Tribal Development	06/15
5	Role of Government and Voluntary Agencies	a) Role and functions of Government in Tribal Development b) Role and Functions of Voluntary agencies for Tribal Development	06/15
6	Five years Plans and Tribal Welfare	a) Review of Five Years Plans with Special reference to Tribal Development b) Importance of I.T.D.P Programmes for Tribal Development c) Schemes for Tribal Welfare	06/15

References:

1. Basu Ashok Ranjan Tribal Development Administration in India, Mittal Publication- New Delhi.
2. Gare G M, Social Change, among the tribal of western Maharashtra, 1974.
3. SachindraNarayan ,The Dynamics Of Tribal Development Issues and Challenges -2002,Gyan Books PVT LTD Delhi
4. Ahmad Shamshad and Nafees Ansari (2005), "Planning commission: Fifty Five Years of Planned Development and Social Sector", Indian Journal of Public Administration, Vol LL 03, July-Sept 2005.
5. Ahmad Shamshad and Nafees Ansari (2005), "Planning commission: Fifty Five Years of Planned Development and Social Sector", Indian Journal of Public Administration, Vol LL 03, July-Sept 2005.
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7. Mohanty P K, Encyclopaedia of scheduled Tribes -2006 Gyan PVT LYD.
8. B.D. Sharma, Tribal Development - the Conceptional Framework, Bulletin of tribal research and development Institute. Vol. XII No.2, Dec, 1984, p. 12.
9. C.V.F. Haimendrof, quoted by S.G. Devgankar, "Problems of Development of Tribals Areas", Leelavathi Publications, New Delhi, 1980, p.2.
10. R. Gunasekharan & G. Ramaswamy, Social Change Among Tribals A Study, Kurukshetra. New-Delhi, Vol. XXXVI No. 14, Jan 1988, p. 23.
11. Khaund, T.P., "New Strategy for Tribal Development" Yoiana. Vol. XXVI,

12. Tribal Welfare Department, A.P. Hyderabad, "Tribal Development", Director of Printing, Government of Andhra Pradesh, Hyderabad, 1976.
13. Menon, P.S.K. "Administration of Tribal Areas: A historical perspective" vocational papers on Tribal Development, New Delhi, 1979.
14. Ashok, R. Babu. "Tribal Development and Administration in India", National Book Organisation, New Delhi, 1985.
15. Bupender Singh, "Tribal Development Policy and Administration", Course on tribal development, National Institute of Rural Development, pp. 236 - 256, Hyderabad, 1988.
16. Sharma, B.D. " Integrated Tribal development Projects:, course on tribal development, National Institute of Rural development, pp. 155-190, Hyderabad, 1988.
17. Ramaiah, P. "Issues in Tribal development", Chugh Publications, p.44, Allahabad, 1988.
18. Gunasekharan, R. and Ramaswamy, "Social Changes among tribals", Kurukshetra. vol. xxxvi, No.4, p. 23, January, 1988.
19. Mahalingam, "Tribal development Programmes - A Review", Kurukshetra, vol. xxxvi, No.4, January, 1988.
20. Ramamani V.S. "Tribal Economy - problems and prospects", Chugh Publications, p. 23, Allahabad, 1988.
21. Manish Kumar Raha, "Tribal India - Problems of development and prospects", Gain Publishing House, New Delhi, 1989.
22. Sharma, B.D. "Tribal development - the conceptional Framework", Bulletin of Tribal Research and development Institute, vol. xii, No. 2, p.12, December, 1990.

TW 7: Environment Development Programme

Introduction:-This course aims to helping students to introduce environmental policies and development programmes

- Objectives:-**
- 1.To introduce the basic concept, need and types of environment.
 2. To understand the issues related to environment.
 - 3 To introduce the policies and programmes of environment

Unit No.	Title	Content	Suggested no. of Hours and Marks
1	Introduction to environmental studies	<ol style="list-style-type: none"> 1. Meaning, Concept, Significance and Types of environment 2. Meaning and concept of Environment development, its Scope and importance 3. Need for public awareness. 	06/15
2	Ecosystems	<ol style="list-style-type: none"> 1. Concept of an ecosystem. 2. Structure and function of an ecosystem. 3. Energy flow in an ecosystem: food chains, food webs and ecological pyramids. 4. Ecological succession. 5. Case studies of the following ecosystems : <ol style="list-style-type: none"> a) Forest ecosystem b) Grassland ecosystem c) Desert ecosystem d) Aquatic ecosystems (ponds, streams, lakes, rivers, oceans, estuaries) 	08/20
3	Natural Resources : Renewable and Non-renewable Resources	<ol style="list-style-type: none"> 1. Land resources and land use change: Land as a resource, land degradation, landslides (natural & man-induced), soil erosion and desertification. 2. Forests & forest resources: Use and over-exploitation, deforestation, case studies. 3. Impacts of deforestation, mining, dam building on environment, forests, biodiversity and tribal populations. 4. Resettlement and rehabilitation of project affected persons; problems and concerns, case studies 5. Water resources: Use and over-exploitation of surface and ground water, floods, drought, conflicts over water (international & inter-state). 6. Food resources: World food problems, changes caused by agriculture and overgrazing, effects of modern agriculture, fertilizer-pesticide problems, water logging, salinity, case studies. 7. Energy resources: Renewable and non-renewable energy sources, use of alternate energy sources, growing energy needs, case studies. 	8/20
4	Environmental Pollution	<ol style="list-style-type: none"> 1. Types of environmental pollution 2. Causes, effects and control measures of : <ol style="list-style-type: none"> a) Air pollution b) Water pollution – freshwater and marine c) Soil pollution d) Noise pollution e) Thermal pollution 3. Nuclear hazards and human health risks 4. Solid waste management: Control measures of urban and industrial waste. 5. Role of Social worker in prevention of pollution. 	6/15

		6. Climate change, global warming, acid rain, ozone layer depletion.	
5	Environmental Policies & Practices	<p>1. Water conservation & watershed management, Wasteland reclamation.</p> <p>2. Environment Protection Act. 1986</p> <p>3. Air (Prevention and Control of Pollution) Act. 1981</p> <p>4. Water (Prevention and control of Pollution) Act 1974</p> <p>5 National Environment policy 2006</p> <p>6.Wildlife Protection Act 1972</p> <p>7. Forest Conservation Act 1980</p> <p>Practices:- 1 National River conservation plan</p> <p>2. Eco mark scheme of India</p> <p>3.National A forestation programme: A participatory approach to Sustainable development of forests.</p> <p>4. National Action programme to Combat desertification.</p> <p>5.Grant-in aid schemes for voluntary organization</p>	8/20
6	Role of Social Worker	Role of Social Worker in Protection of Environment	04/10

Reference:-

- 1.Www. Ministry of environment, forest and climate change, Govt. of India
- 2.www.iced.cag.gov.in
3. Sengupta, R. 2003. Ecology and economics (OUP): An approach to sustainable Development." *OUP Catalogue*.
4. Singh, J.S., Singh, S.P. and Gupta, S.R. 2006. Ecology, Environment and Resource Ecology, Environment and Resource Conservation. Anamaya Publishers.
5. Sodhi, N.S., Gibson, L. & Raven, P.HG. (eds). 2013. Conservation biology: Voices from the Tropics. John Wiley & Sons.
6. Rakesh Oza - management of water for agriculture – irrigation watersheds and drainage , Rawat Publication , Jaipur
7. Arvind Kumar(2004) – A text book of Environmental Science APH Publishing corporation New Delhi.
८. अॅड. जोशी विजय नाराय ा : पर्यावर विषय ायदे - मुूंदप्र ाशनठा ाे
९. अॅड. शेल रअभयापर्यावर ासंर ा ा ायदा : शिवांशपब्लिं शन -नाशि

TW-8 Rural & Tribal Movement in India

Introduction:- This course help to introduce the role of extraordinary reformers of various movements for rural and tribal development.

Objectives:-

1. To understand the meaning and concept of social reform movement
2. To introduce the historical review of social reform movement for rural and tribal society
3. To know the contribution the social reformer in the development of rural and tribal society
4. To introduce various rural and tribal movements in Maharashtra & India

Unit	Title	Contents	Suggested Hours & Marks
1	Introduction of social movements	1. Meaning, definition nature, objectives of social movements 2. Approaches, theories and types of social movements 3. Social movement and social Changes. 4. Social movement and leadership	4/12
2	Tribal movements before independence in India, Role of reformers and social change	1. Origin of tribal movements 2. Zarkhand Movements-1946 3. Bodo Andolan -1927 4. Santhal Movement -1855 5. Farmers and Tribals Joint movement -1921 6. Bhagat Movement -1930 7. Bonded Labour Movement -1945 8. Jungle Movement-1930 9. Birsa Munda Movement-1890 10. Bhilla Movement-1873. 11. Movement against Money lenders -1874 12. Naga Tribal Movement-1929	8/24
3	Tribal movement after Independence in India, Role of reformers and social change	1 Educational Movement of Anutai Wagh 2. Chipko Movement – 3. Mizo Tribal Movement-1961 4. Environment protection movement-1973 5. Health related Movements-1974 6. Narmada Bacchav Andolan- 1985	8/16
4	Rural Movements before independence in India, Role of reformers and social change	1. Gramdan and Bhudan movement 2. Sargvodaya Movement 3. Telangana Movement-1946 4. Champaranya Movement-1917 5. Movement-1918 6. Chipko Movement 7. Vanrai Movement- 8. Movement against landlords 9. Movement against money lenders	05/16
5	Rural Movements after independence in and social change	1. Vanrai Movement 2. Jal Swaraj Movement 3. Self Help Group movement 4. Ideal Village Movement of Anna Hajare 5. Farmers Movement-1978 6. Mahila Rajsatta Anodolan -2000 7. Land reform movement	06/16

6	Co-operative movement in rural and tribal community	1. Introduction of Cooperative movement in Maharashtra and India. 2. History of Cooperative movement pre and Post-independence period. 3. Impact of cooperatives on rural and tribal Society. 4 Changing nature of cooperative movement.	04/16
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Reference :-

1. डॉ.एस.जी.देव गांव र , डॉ. शैलना देव गांव र डॉ.जयमाला डुमरे सामाजि चळवळी परंपरा त आि नविन, साईनाथ प्र ाशन-धर्मपेठ ना ापूर
2. डॉ.श्री तंत ाय वाड प्रा. रामि शन मांजरे भारतातील सामाजि चळवळी ,अरू ा प्र ाश प्रथमाआवत्ती २००९
3. घनश्याम शहा भारतातील सामाजि चळवळी डायमंड पब्लिे शन प्रथमाआवत्ती २००८
4. प्रा.ए.वाय. ाडे र प्रा.पी.व्ही.चांदोर र ग्रामी ा समाजशास्त्र,फडे प्र ाशन, लेह्हापूर
5. घनश्याम शहा सामाजि चळवळी आि ासर ार, डायमंड पब्लिे शन,पु ाे प्रथमाआवत्ती २००९
6. डॉ.देवानंद शिंदे व्यवसायि समाज ार्य शि ा ाव व्यवसाय, डायमंड पब्लिे शन,पु ाे २०१२
7. डॉ. रविंद्र वाघ डॉ.सुधा र जाधव डॉ.चुडाम ा प ारे भारतीय समाज संरचना व बदल प्रशांत पब्लिे शन, प्रथमआवत्ती २७ जुलै २०१५
8. आर.एन.मु र्जी जी.सी.ु लश्रेष्ठ भारतीय ग्रामी ा समाजशास्त्र, प्र ाश बु डिपो,बरेली

CD- 6 Education For Social Development

Unit No	title	Content	Suggested No. of Hours & Marks
1	Social Education	a) Concept, Scope, Meaning, Aims, Objectives, Importance of Social Education b) Paulo Freire, Kemal Pasha- approaches	08/20
2	Areas of Social Education	a) Literacy Education b) Workers Education c) Adult Education d) Continuing Education e) Environment Education	06/15
3	Psychological Aspects	a) Psychological Aspects of Social Education	06/15
4	Planning & Education in Social Education	a) Planning b) Short term, long term planning, stages, progress c) Role of Social Education Worker d) Evaluation e) Tools, Methods, Techniques of Planning	08/20
5	Techniques in Social Education	a) Symposium, Seminar b) Panel discussion c) Forum d) Group discussion e) Role play f) Street play g) Audio visual aids	06/15
6	Role of Government and Voluntary Agencies	Role of Government in Social Education, Role of Voluntary agencies in Social Education, Community Centers	06/15

Reference Books:

1. Roy N. R. Social Education
2. O. P. Dahama & Bhatnagar Education & Communication for development.
3. Nanavatti Mohair C. Social Education -
4. Sohan Singh Some thoughts on Social Education –
५. प्रा.बोमबे बी.एस - प्रौढ अनौपचारिक व निरंतर शिक्षा
६. अहिरे बी.एस. लो संशोधन शिक्षा
७. मा.सू.स. जेव्हा माझा लोकतो. जनसेवा फाँडेशन, नंदुरबार

CD- 7 Participatory Approaches Of Community Development

Objectives:-

- Make student Acquainted with Concept and important of participatory approaches of Community Development
- Help student in developing skills and practice in using various techniques such as PRA, PLA, Micro planning.
- Learning to apply participatory methods

Unit No	Title	Content	Suggested No. of Hours & Marks
1	Concept meaning and importance of participatory approach in Community Development	A) Concept of Participation. B) Meaning of community participation. C) Meaning of Participatory approach in Social Work	08/20
2	Community participation approaches	A) UNRISD, Norman Uphoff's Team :Framework on Participation, Self-Reliance and Self Help Approach, Bottom Up approach and Up Down Approach B) Elements of Community Participation- Identification of Stakeholders, Need Identification and Goal Determination, Information Dissemination , Consultation, Genuine Interests, Public Involvement in Decision Making, Accountability, Repeated Interaction , Ownership and Control, Sharing Benefits, Partnerships, Environmental Legislation C) Evidences of effective Community Participation- Hivare Bazar-India, Orangi Pilot Project-Pakistan, Grameen Bank-Bangladesh, Jal Swaraj Project – Govt of Maharashtra, Water Cup Competition- Pani Foundation D) Community Participation and Development	08/20
3	Participatory approaches, Methods and Tools	A)PRA approach. B)PLA participatory learning and Action. C) Micro Planning. D)SWOT Analysis E) Stakeholder Analysis	08/20
4	Social Work Intervention and Community Development	A) Social Work Intervention in Development B) Community learning and open learning, self-learning C) Community base action (Gramsabha local Development) community base Organization (C.B.O.'s) F.B.O. : (Faith Base Organization)	08/20
5	Principles of Participatory approaches in social work .	A) Principle of peoples initiative and involvement. B) Principle of peoples participation and contribution. C) Principle of self-appraisal and self-evaluation. D) Principle of feedback and self-development. E) Principle of recycling process. F) Principle of local Resource mobilization and promotion of indigenous practices	08/20

Reference

1. Encyclopedia of Social Work

1. Jainendra kumar Jha (Volume No-1,2,3,4.)

2. Social Work and Social Development R.K. Nayak, H.Y. Siddiqui Gaitanjali Publishing House- New Delhi.

3. Social Work and Community Development Vivek Rampal-Alfa Publication- New Delhi

4. Encyclopedia of Social Work and Community Organisation C.P.Yadav (Volume- 1,2,3,4)

5. Maser, C. (1997). Sustainable community development: principles and concepts.

6. Ross Murray, Conceptual Problem in Community Organisation, Herpr and Row, 1967

7. Siddiqui H Y, Working with Communities, Hira Publishers, New Delhi, 1997

*<http://www.fao.org/docrep/006/AD424E/ad424e03.htm>

*<https://www.scribd.com/document/252686558/Effective-Community-P-Chapter-02>

*Course Compendium for concentration on Community Organisation and Development Practice, TISS 2009

CD 8: Municipal Administration

Unit No.	Title	Content	Suggested No. of Hours & Marks
1	Local Self Government	a) History of Urban Local Self Government in India b) Importance Urban Local Self Government	06/15
2	Types of Municipal Corporation	a) Nagar Panchayat b) Municipality for a smaller Urban Areas. c) Municipal Corporation for a larger Urban Areas	06/15
3	Municipal Administrative Structure and Function	a) Structure of Municipal Corporation, Nagar Palika & Nagar Parishad. b) Functions of Each Level c) Sources of Revenue/Income	06/15
4	Maharashtra Municipal Act and 74 th Amendment of the Constitution	a) Main Provision of Maharashtra Municipal Corporation Act 1965 b) Main Provision of 74 th Constitutional Amendment and Implementation	06/15
5	Ward Committees under the 74 th Amendment of the Constitution	a) Ward Committees, Functions & Composition b) Reservation of Seats , Disqualification and Finance	06/15
6	Policies and Programme for Urban Development	a) Policies, Programme and Project related to Urban Development b) Policies and Programme Related to Slum Development	06/15
7	Role of NGO's	a) Role of NGO's in Urban Development b) Rights of Urban Citizens	05/10

Reference Books :

- 1) Maheshwari, Shriram (1995), Local Government in India, Agra.
- 2) Haldipur R.N. Paramahansa R.K. (Eds), (1970) Local Government Institutions in India, Hyderabad
- 3) Yadav C. S. (1986), Urban Planning and Policies, Concept Publishing Co. NewDelhi.
- 4) Upadhyay S. B. (1992), Urban Planning ,Printwell, Jaipur.
- 5) डॉ. राम भोर, स्थानि स्वराज्य संस्था
- 6) प्रा. गोविंद यमलवाड, स्थानि स्वराज्य संस्था
- 7) . सा र, भारताची राज्यघटना
- 8) डॉ. वा. भा. पाटील, स्थानि स्वराज्य संस्था, प्रशांत पब्लि शन्स
- 9) प्रा. अ. ना. लुलु, भारतातील स्थानि स्वशासन, विद्या प्र शान, नाापूर
- 10) डॉ. अर्जुनराव दर्शन र, पंचायत राज आाि नाारी प्रशासन, ैलाश पब्लि शन्स, औरंगाबाद.
- 11) डॉ. अल देशमुा, स्थानि स्वशासन, साईनाथ प्र शान, नाापूर
- 12) प्रा. व्ही.बी. पाटील, महाराष्ट्रातील पंचायत राज व नाारी स्थानि स्वराज्य संस्था, . सा र, पब्लि शन्स

HRM – 6 LABOUR ECONOMICS

Learner Objectives:

1. Develop the understanding of Labour Economics and its scope in industry.
2. Develop understanding about recent economic developments and industrial policies.
3. Develop understanding about various labour problems and its impact economic development.

<u>Unit No</u>	<u>title</u>	<u>Content</u>	<u>Suggested No. of Hours & Marks</u>
1	Labour Economics	a) Concept, Nature, Scope and Importance of Labour Economics. b) Labour force as a part of population. c) Characteristics of labour as a factor of production d) Supply and Demand aspects.	06/15
2	Employment	a) Concept and theories of Employment and under Employment. b) Dimensions of Unemployment and full Employment c) Problems of Unemployment, causative factors and remedies.	06/15
3	Wages	a) Concept of Wages and its Types, Theories of Wages b) Methods of wage payment, c) Wage policy for developing economy.	06/15
4	Productivity and Efficiency	a) Concept, Indicators, Factors affecting Productivity and efficiency. b) Measurement tools and techniques of productivity.	06/15
5	Problems of Organized and Unorganized labour in India	a) Meaning, Rise of labour problems. b) Nature, Causes and remedies of labour problems – Absenteeism, Migration, Indebtedness.	06/15
6	Problems of Unorganized labour in India	a) Bonded labour, Women and Child labour, b) Contract labour, Agricultural labour, Mathadi workers.	06/15
7	Problems of Migratory and Rural labour	a) Characteristics of Migratory and Rural labour in India. a) Problems of Housing and Slums and labour turnover.	05/10

Reference Books:

1. Bhagoliwal T.N. (1976) Economics of Labour & Social Welfare, Sahitya Bhavan, Agra.
2. Kumar H.L. (1990) Labour Problems & Remedies, University Book Traders, Delhi.
3. Saxena R.C. (1974) Labour Problems & Social welfare, K.Nath & co. Meerut.
4. Tyagi B.P. (1986) Labour Economics & Social Welfare, Jai Prakash Nath & co; Meerut.
5. Datar B.A. Labour Economics, Allied Pub; Mumbai.
6. Desai Rao & Davar, Labour Economics and Welfare.
7. Karnik V.B., Indian Labour Problems and Prospects, Minerva Associates, Kolkata.

HRM – 7 Personnel Procedure & Practices

Learner Objectives:

- 1) Develop an understanding about Personnel Procedures and practices in relation to employment within the organization.
- 2) To Gain skills in implementation of disciplinary rules/Procedures in organizations.
- 3) To develop a better understanding of the Employment Administration.

Unit No.	Title	Content	Suggested No. of hours & Marks
1	Time Office	a) Functions of time office, Responsibilities of Time Keeper. b) Leave Administration, Personnel records, c) Payment and Allowances.	06/15
2	Service Rules and Conditions	a) Conditions of Employment, Contents of the Appointment letter. Salary, leave provisions. b) Implementation of Disciplinary rules. c) Practices relating to Transfer and Promotion.	06/15
3	Procedures and practices	Procedures and practices in relation to employment, Termination of service, Layoff, Retrenchment, Notice of change, Accidents, Condition of work closure, lockout, strike.	06/15
4	Disciplinary Procedure	a) Application of Disciplinary rules. b) Drafting Disciplinary letters- Show cause notice, Charge sheet, Discharge, Dismissal, Termination of Service.	06/15
5	Domestic Enquiry	Enquiry procedure, Principles of Natural Justice.	06/15
6	Employment Administration	a) Statutory returns and other records to be kept under different labour laws, b) Settlement and Awards, Exit interview, Resignation process and feedback.	06 /15
7	Case Studies	Select cases on Theft, breach of Settlement.	05/10

Reference Books:

1. Joshi K.D. and L.V., Time keeping, Managerial and Industrial Services,Pune- 30
2. Bhattacharya K.K. Supreme Court labour Judgments (up to date), LawPublishing House, Allahabad.
3. Bulchandani K. R. Industrial Law, Himalaya Publishing house, Mumbai.
4. Ghaiya B.R., Law and Procedure of Departmental Enquires Eastern BookCo. Lucknow
5. Malhotra O.P., Tripathi N. M. - The Law of Industrial Disputes, Mumbai
6. Puri S.D. (1964) The Industrial Employment (StandingOrders) Act, Labour Law Agency, Mumbai
7. Ghaiya B.R., Misconduct in employment – Eastern Lucknow

HRM – 8 Industrial Sociology

Learner Objectives:

- 1) Develop an understanding about Industry as a part of society, inter personal behavior, group dynamics within the organization.
- 2) Develop knowledge and understanding about technological change and its impact on society.
- 3) Equip the students for facilitating a better understanding of the “self” and professional behavior in relation to others.
- 4) Develop understanding about CSR / social responsibility of manager and its various dimensions in industrial organization.

Unit No.	Title	Content	Suggested No. of hours & Marks
1	Industrial Sociology	a) Definition, Nature, Scope b) Importance of Industrial Sociology.	08/20
2	Industry and society	a) Industry as a part of social system b) Socio- cultural environment in industry c) Impact of Industrialization on employees & their family,	06/15
3	Group Dynamics	a) Meaning of work group, types, group formation process, formal & Informal group b) Role and types of groups in organization. c) Domestic and factory system of production d) Industrialization and growth of Industrial Sociology.	08/20
4	Technological change and its impact on society	a) Modernization b) Urbanization c) Rationalization.	06/15
5	Social problems / issues in industry	a) Quality of life, gender issues, gender discrimination b) Sexual harassment at work place, human right issues c) SEZ related issues.	06/15
6	Corporate Social Responsibility (CSR)	a) Social Responsibility of Organization, Evolution b) Principles, Goals & Implementation c) CSR-developmental projects d) Role of Social Worker in CSR projects.	06 /15

Reference Books:

- 1) Singh Jarpal (1991) Contribution to Industrial Sociology, National Bank Organization, New Delhi.
- 2) Stephen P. Robbins (2002) Organizational Behavior, Pearson Education Asia, Delhi.
- 3) Brown David & Harrison Michael (1978) A Sociology of Industrialization an Introduction, Macmillan press London.
- 4) Chnider, Eugene v (1971) Industrial Sociology, McGraw, London
- 5) Berg Ivar (1979) Industrial Social Practice, New York
- 6) Gisbert, Faseuan S.K.- Fundamentals of Industrial Sociology, Tata McGraw Hill Pub; New Delhi
- 7) K. Singh , 1997, Industrial Sociology , Prakashan Kendra, Lucknow.
