



# BANKURA UNIVERSITY

(West Bengal Act XIX of 2013- Bankura University Act, 2013)

Main Campus, Bankura Block-II, P.O.: Purandarpur, Dist.: Bankura, Pin- 722155, West Bengal

## Office of the Secretary

### Faculty Council for Undergraduate Studies

Ref: BKU/FCUG/176/2026

Date: 26/06/2026

#### **NOTIFICATION**

As directed, the undersigned is pleased to inform all concerned that Bankura University has initiated the process to implement New Curriculum and Credit Framework for Undergraduate Programme, UGC 2022 (as per NEP 2020) for 4-years Undergraduate programme with Social Work as Major, Minor etc. from the academic session 2023-2024. The syllabus as framed / drafted and partially implemented deserves to be analysed after receiving feedback from different stakeholders. As an important corollary to the process, a workshop will be organized on the date mentioned herewith to get the feedback from the stakeholders. Present Students, Alumni, Guardians, Academicians and other stakeholders related to the specific programme/course are requested for their kind participation in the workshop and to present their views/ observations, etc. The stakeholders may go through the draft syllabus attached herewith and convey their observations to the office of the undersigned on [ugsecretaryoffice@bankurauniv.ac.in](mailto:ugsecretaryoffice@bankurauniv.ac.in) within seven days from the date of publication of this notice.

Date: 30.06.2026

Time: 10 am

Sd/-

Dr. Arindam Chakraborty

Secretary

Faculty Council for Undergraduate Studies

Ref: BKU/FCUG/176(6)/2026

Date: 26/06/2026

1. Registrar (Addl. Charge), Bankura University.
2. Dean (Officiating), Faculty Council of P.G. Studies in Arts, Science etc. Bankura University.
3. Chairperson / Convenor, Undergraduate Board of Studies in Social Work, Bankura University with request for necessary action.
4. System Administrator, Bankura University with request to upload this in website.
5. Secretary, Hon'ble Vice Chancellor, Bankura University.
6. Guard File.

Sd/-

Dr. Arindam Chakraborty

Secretary

Faculty Council for Undergraduate Studies

**Programme Structure****Semester- VII**

| <b>Course Code</b>             | <b>Course Title</b>           | <b>Credit</b> | <b>Marks</b> |            |              |
|--------------------------------|-------------------------------|---------------|--------------|------------|--------------|
|                                |                               |               | <b>IA</b>    | <b>ESE</b> | <b>Total</b> |
| <i>A/SW/701/ MJC-17</i>        | Human Resource Management     | 4             | 10           | 40         | 50           |
| <i>A/SW/702/MJC-18</i>         | Social Policy and Planning    | 4             | 10           | 40         | 50           |
| <i>A/SW/ 703 /MJC-19</i>       | Advanced Research Methodology | 4             | 10           | 40         | 50           |
| <i>A/SW/704/MJC-20</i>         | Gender and Development        | 4             | 10           | 40         | 50           |
| <i>A/SW/705/MN-7</i>           | Human Resource Management     | 4             | 10           | 40         | 50           |
| <b>Total in Semester – VII</b> |                               | <b>20</b>     | <b>50</b>    | <b>200</b> | <b>250</b>   |

**SEMESTER-VII**  
**Course Code: A/SW/701/ MJC-17**  
**Course Title: Human Resource Management**

**Full Marks: 50**

**Credits:4**

**COURSE OBJECTIVES:**

- Effectively manage and plan key human resource functions within organizations.
- Examine current issues, trends, practices, and processes in HRM.
- Develop skills in gaining insight into the conditions and problems of employees and bridge the gap between theoretical management concepts and practical workplace

**COURSE OUTCOMES**

**:**

- Helps students to gain a comprehensive understanding of the principles, practices, and strategic importance of Human Resource Management (HRM).
- Equips students with the knowledge to manage human resources effectively in a dynamic business environment.
- Prepares students for current and future workplace challenges.

**COURSE CONTENTS:**

**Unit 1- Introduction to Human Resource Management**

- Meaning and concept of Human Resource Management (HRM) and Personnel Management (PM).
- Nature, scope, need and objectives of HRM.
- Structure of HR department, Functions of HRM, role of HR in strategic planning, difference between HRM and Personnel Management.

## **Unit 2- Human Resource Planning and Job Design**

- Meaning and definition of Human Resource Planning (HRP). HR Planning process, succession planning.
- Forecasting demand and supply.
- Job design, job analysis, job enrichment, competency mapping.

## **Unit 3- Training and Development**

- Training: meaning, importance, needs, objectives and benefits.
- Overview of training methods.
- Types of training, induction, training and placement.

## **Unit 4- Maintenance, Retention & HRD**

- Worker's Participation in Management (WPM), Performance Management and Performance Appraisal.
- Industrial disputes- concept, causes & machinery for settlement of disputes; Concept of discipline and disciplinary action, Concept and sources of grievances. Grievance handling procedure
- Human Resource Development (HRD), Concept, definition, evolution, and significance of HRD; differences between HRM and HRD; HRD culture, climate, and ethical standards. Social Work and HRD
- 
- **Question Pattern for End Semester Examination: (A+B+C = 40 marks)**
- **Part A: Five (05) out of eight (08) questions of two (02) marks = 10 marks**
- **Part B: Four (04) out of six (06) questions of five (05) marks = 20 marks**
- **Part C: One (01) question out of two (02) questions of Ten (10) marks = 10 marks**

## **READINGS:**

- Armstrong, M. (2001). Handbook of Human Resource Management Practice (9th ed): Kogan Page, London
- Aswathappa, K. (1999). Human Resource and Personnel Management, Tata McGraw Hill Publishing Company Ltd., New Delhi
- Chauhan, S. S. (1993). Labour Welfare Administration in India, Kanishka Publishers, Delhi
- International Labour Organisation. (1995). Worker's Access to Education, A Worker Education Guide, Geneva.
- Jhabvala, R, and Subrahmanya, R. K.A. (2000). The Unorganized Sector, Sage, New Delhi
- Joshep, Jerome. (2004). Industrial Relations Towards a Theory of Negotiated Connectedness, Sage, New Delhi
- Lal Das, D.K. (1991). Personnel Management, Industrial Relations and Labour Welfare, Y. K. Publishers, Agra
- Mallick, P.L. (2002). Industrial law, Lucknow Eastern Book Company
- Mamoria, Mamoria and Gankar, (2000). Dynamics of Industrial Relations, Himalaya Publishing House, Nagpur.
- National Commission on Labour, New Delhi. (2002). Report of the Study Group on Skill Development, Training and Workers' Education.

- Pareek, U and Rao, T. V. (1992). Designing and Managing H R Systems, Oxford and IBH Publishing, New Delhi
- Peter, F. Drucker. (1970). The Practice of Management, Allied Publishers, New Delhi.
- Rao, T. V. (199). Human Resource Development Experiences, Intervention and Strategies, Sage, New Delhi

## **SEMESTER-VII**

**Course Code: A/SW/702/ MJC-18**

**Course Title: Social Policy and Planning**

**Full Marks: 50**

**Credits:4**

### **COURSE OBJECTIVES:**

- Enable students to appreciate the interrelationship between planning, policy and development
- Equip students with the skills to analyze, formulate, and implement government policies and welfare programmes.
- Help students to analyze the role of social policy in addressing the needs of weaker sections

### **COURSE OUTCOMES:**

- Aims to acquaint students with the process of policy making and analysis its impact on the society.
- Prepare the students to find appropriate policy intervention to various social issues from the perspective of social work profession.
- Students learn how to apply policy, and planning techniques to social work, NGO, and CSR practices.

### **COURSE CONTENTS:**

#### **Unit 1- Introduction to Social Policy**

- Social Policy: History, concept, definition, scope and objectives
- Social policy: principles and models
- Social policy and Indian constitution

#### **Unit 2- Introduction to Social Planning**

- Social Planning: Concept, definition, scope and objectives
- Principles and types of social planning
- Social planning in India: Commission and NITI Aayog

#### **Unit 3- Determinants and steps of policy formulation**

- Process of policy formulation in India
- Policy analysis based on objectives, implementation and outcome
- Analysis of various policies: Health, education, environment and policies related to marginalized sections

#### **Unit 4- Social Work and Social Policy**

- Role of social workers in social policy making
- Need and scope of social work intervention in social planning
- Social advocacy and social legislation

**Question Pattern for End Semester Examination: (A+B+C = 40 marks)**

**Part A: Five (05) out of eight (08) questions of two (02) marks = 10 marks**

**Part B: Four (04) out of six (06) questions of five (05) marks = 20 marks**

**Part C: One (01) question out of two (02) questions of Ten (10) marks = 10 marks**

**READINGS:**

- Alcock, P., Erskize, A. & MAY, M. (Eds.), 1998: The student's companion to Social Policy, Blackwell Social Policy Association, Oxford
- Byres, T.J., 1997: The State, Development Planning and Liberalization in India, Oxford University Press, Delhi.
- Chatterjee, P., 1996: Approach to the Welfare State, National Association of Social Workers, Washington DC.
- Clrff. Alcock & Payne (ed.) 2000: Introducing Social Policy, Prentice Hall, London. • Drake, R.F., 2001: The Principles of Social Policy, Palgrave, New York.
- Gail, L., Sharon, G., & Clarke, J.(ed.) 2000: Rethinking Social Policy, Open University Press in association with sage publications, London.
- Gangrade, K.D., 1998: Social Legislation in India (vol. I & II)
- Hill, M., 2003: Understanding Social Policy, 7th Edition, Blackwell Publishing, New York.
- Hughes, G. & Lewis, G. (eds.) 1998: Unsetting Welfare: The Reconstruction of Social Policy, The Open University, London
- Hudson, J & Lowe, S., 2007: Understand the Policy Process, Rawat Publications, New Delhi.
- KisanaLal, 1999: Legislative Process in India, Deep and Deep Publications, New Delhi.
- Weimer. D.L., & Vining, A.R., 1994: Policy Analysis; Concepts and Practice, Prentice Hall, New Jersey.

**SEMESTER–VII**  
**Course Code: A/SW/703/ MJC-19**  
**Course Title: Advanced Research Methodology**

**Full Marks: 50**

**Credits:4**

**OBJECTIVES:**

- Enable learners to conceptualize research problems, utilizing sophisticated data collection methods, and interpreting data using statistical software for academic or professional research.
- Focuses on mastering complex research design, advanced statistical analysis, qualitative and quantitative approaches, ethical, and publishable research techniques.
- Formulates testable hypotheses, applying appropriate methodologies to research problems, ensuring validity and reliability, and producing scholarly research proposals, often using software like SPSS.

**COURSE OUTCOMES:**

- Develop skills to critically evaluate literature, identifying research gaps and evaluating the validity of existing literature.
- Understand and implement research paradigms, navigate complex ethical considerations, and apply appropriate statistical software for data analysis.
- Produce academically rigorous research proposals and technical reports suitable for publication, ensuring ethical standards in research publication.

**COURSE CONTENTS:**

**Unit 1- Foundations of Advanced Research**

- Philosophical Paradigms: Positivism, Interpretivism, Constructivism, and Critical Theory
- Research Ethics: Publication ethics, conflicts of interest, IRB procedures, and ethical conduct (COPE, WAME guidelines)
- Problem Formulation: Translating research questions into testable hypotheses and theoretical frameworks

**Unit 2- Advanced Research Design and Sampling**

- Quantitative Designs: Experimental, quasi-experimental, longitudinal, cohort, and case-control studies
- Qualitative & Mixed Methods: Ethnography, phenomenology, grounded theory, and mixed-method triangulation
- Sampling Techniques: Probability and non-probability designs for advanced analysis

**Unit 3- Data Collection and Advanced Analysis**

- Advanced Data Collection: Survey methods, in-depth interviews, Focus Group Discussions (FGD), and observational techniques
- Qualitative & Quantitative Analysis: Content analysis, case studies, thematic and narrative analysis, using statistical packages for data analysis and interpretation
- Software Application: Introduction to SPSS for data processing

#### Unit 4- Interpretation and Reporting

- Data Interpretation: Critically analyzing findings and comparing with existing literature
- Report Writing: Techniques for writing in academic journals, synopsis development, and structuring research proposals
- Ethics in Research: Transparency in data collection, avoiding plagiarism, ethical treatment of data, presenting truthful results, and proper referencing

#### SUGGESTED READINGS:

- Bailey, D.K, 1987: *Methods of Social Research*, Free Press, New York.
- Blaikie, Norman, 1993: *Approaches to Social Enquiry*, Cambridge Polity Press.
- Goode, J. And HattP.k, 1952: *Methods of Social Research*, McGraw Hill, New Delhi.
- Jefferies, J. And Diamons,I, 2000: *Beginning Statistics-An Introduction for Social Scientists*, Sage Publication, New Delhi.

Kothari, C.R., and Garg G: 2004. *Research Methodology: Methods and Techniques*, New Age International Publishers

- Lin, N.et.AI, 1987: *Conducting Social Research*, Free Press, New Delhi.
- Mukherjee, Partha N (ed), 2000: *Methodology in Social Research: Dilemma and Perspectives*, Sage. New Delhi.
- PRIA, 1995: *Participatory Research-An Introduction* (PR Network Series No.3), Society for Participatory Research in Asia, New Delhi.
- Ramachandram, P, 1990: *Issues in Social Work Research in India*, Institute for Community Organization Research, Bombay.
- Reichmann, W.J, 1981: *Use and Abuse of Statistics*, Penguin Books.
- Reid William, J and Smith, Audrey D, 1981: *Research in Social Work*, Columbia University Press, New York.
- Rubin, A. And Babbie, K 1993: *Research Methods for Social Work*, Books Cole Publishing Co, California.
- Sallits, Glaireet. AI, 1976: *Research Methods in Social Relations*, Holt, Rinehart and Winston, New York.

□□ Shah, F.V, 1977: *Reporting Research*, RachnaPrakashan, Ahmadabad.

Young., P.V. (1939):*Scientific Social Surveys and Research*, Prentice-Hall (Prentice-Hall of India, New Delhi.

## **SEMESTER-VII**

**Course Code: A/SW/704/ MJC-20**

**Course Title: Gender and Development**

**Full Marks: 50**

**Credits:4**

### **COURSE OBJECTIVES:**

- To analyze critically key issues surrounding gender, intersectionality, and social exclusion.
- To develop an understanding how gendered identities and power relations shape development processes.
- To apply gender analysis frameworks and feminist approaches to interrogate development policies, programmes, and institutions.

### **COURSE OUTCOMES:**

- Students learn to analyze how development processes affect various categories of genders differently through varied approaches to women in development, such as, WID, WAD, GAD, WED.
- Students learn to counter gendered inequality, applying feminist theories to development, implementing gender mainstreaming, and designing equitable policies for Sustainable Development Goals (SDGs).

### **COURSE CONTENTS:**

#### **Unit 1- Concepts and Theoretical Frameworks**

- Introduction to Gender and Development: Key concepts: gender, sex, socialization, patriarchy, and gender roles.
- Evolution of Development Approaches: Women in Development (WID), Women and Development (WAD), Gender and Development (GAD) and WED (Women, Environment and Development). Intersectionality (caste, class, race, religion) in development.
- Feminist Theories and Development: Feminism, various waves of feminist movements, schools of feminist thought (Liberal, Radical, Marxist, Socialist, Existentialist, Postcolonial)

#### **Unit 2- Gendered Development Dynamics**

- Gender and Poverty: Analyses of gendered poverty and deprivation.
- Gender Economy and Livelihoods: Women and work, the informal economy, and economic empowerment.

- Gender, Environment, and Livelihood: Sustainable development, ecology and environmental management.

### Unit 3- Gender Mainstreaming and Policy

- Gender Analysis Frameworks: The foundational tool that examines the gender roles, relations, inequalities and how it affects policies, programs, and projects
- Gender Mainstreaming and Gender Budgeting: Strategy and practice in gender mainstreaming, techniques for gender-responsive budgeting.
- Institutional mechanism: Policies, Schemes and Programmes with gender focus.

### Unit 4- Rights, Governance, and Contemporary Issues

- Women and Law: Legal rights, property rights, legislative measures and protection under legal system.
- Governance and Leadership: Women in political participation and decision-making.
- Gendered Violence and Alternate Sexuality: Gender-based violence (GBV) and conflict, LGBTQIA+

### Suggested Readings

- Datta, Anindita, ed. Gender, space and agency in India: exploring regional gender shapes. Taylor & Francis, 2020.
- Datta, Anindita, Peter Hopkins, Lynda Johnston, Elizabeth Olson, and Joseli Maria Silva, eds. Routledge handbook of gender and feminist geographies. Routledge, 2020.
- Raju, S, Gendered Geographies: Space and Place in South Asia, Oxford University Press, 2011
- Raju, S, Peter Atkins, Naresh Kumar and Janet Townsend, Atlas of women and men in India, 1999
- Moser, Caroline. Gender planning and development: Theory, practice and training. Routledge, 2012
- Parihar, S.M. and Bannerjee, T. 'Women Empowerment Atlas of India: Science & Technology Perspective', SEED-DST, Government of India.,2022
- World Bank (2011): World Development Report 2012: Gender equality and development.
- UNDP (1995): Human Development Report 1995 (Gender and Development focus)
- Bagchi, Jasodhara, 2005: The changing status of women in West Bengal 1970-2000, Sage, New Delhi.
- Desai, N. And Patel, V.: Indian Women: Change and Challenges in the International Decade, Popular Prakashan, Bombay.
- Desai, N. And Krishnaraj, M., 1987: Women and Society in India, Ajanta Publishers, Delhi.
- Dubey, Leela and Palkiwala, J, 1990: Structure and Strategies: Women, Work and Family, Sage Publications, New Delhi.
- Evertt, J, 1981: Women and Social Change in India, Heritage Publishers, New Delhi. 63
- Govt. Of India, 1974: Report of the Committee on the status of women in India-Towards Equality, Ministry of Education and Social Welfare.
- Govt. Of India, 1988: National Perspective Plan for Women-1988-2000 AD, Department of Women and Child Development.
- Omvedt, Gail, 1990: Violence against Women: New Movements and New Theories in India, Kali for Women, New Delhi.
- Tong, Rosemarie. Feminist Thought: A More Comprehensive Introduction, Routledge, 2013. Spray Carole, Gender, Development, and the State in India. Routledge, 2019 •
- Terry, Geraldine. Climate Change and gender justice. Oxfam G.B., 2009.

**SEMESTER-VII**  
**Course Code: A/SW/705/ MN-7**  
**Course Title: Human Resource Management**

**Full Marks: 50**

**Credits:4**

**COURSE OBJECTIVES:**

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- Examine current issues, trends, practices, and processes in HRM.
- Develop skills in gaining insight into the conditions and problems of employees and bridge the gap between theoretical management concepts and practical workplace

**COURSE OUTCOMES**

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