

Course Structure of New Curriculum and Credit Framework for Social Work Undergraduate Programme

**(Based on NEP 2020)
Semester VII**



**BANKURA UNIVERSITY
PO- PURANDARPUR,
PIN- 722155
DIST- BANKURA
WEST BENGAL INDIA**

Programme Structure

Semester- VII

Course Code *	Course Title	Credit	Marks			No. of Hours/ Week		
			IA	ESE	Total	Lecture	Tutorial	Practical
A/SW/701/ MJC-17	Human Resource Management	4	10	40	50	3	1	0
A/SW/702/MJC-18	Social Policy and Planning	4	10	40	50	3	1	0
A/SW/ 703 /MJC-19	Advanced Research Methodology	4	10	40	50	3	1	0
A/SW/704/MJC-20	Gender and Development	4	10	40	50	3	1	0
A/SW/705/MN-7	Human Resource Management	4	10	40	50	3	1	0
Total in Semester – VII		20	50	200	250	-	-	-

*A: Arts, SW: Social Work, MJC: Major Course, MN: Minor Course

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

Credit: 4
Full Marks: 50 (Internal Assessment:10 + End Semester
Exam:40) Duration of End Semester Examination: 2 hours

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

This course helps students to gain a comprehensive understanding of the principles, practices, and strategic importance of Human Resource Management (HRM). It equips students with the knowledge to manage human resources effectively in a dynamic business environment. It also 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.
- Recent trends in HRM – Artificial Intelligence, impact of Machine Learning on HR, wellness Programmes.
- 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. Learning Management System (LMS), Fluid Task Management in the Gig Economy, Work from Home (WFH).
- 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. Social Work and HRD

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

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

SEMESTER-VII
Course Code: A/SW/702/ MJC-18
Course Title: Social Policy and Planning

Credit: 4
Full Marks: 50 (Internal Assessment:10 + End Semester
Exam:40) Duration of End Semester Examination: 2 hours

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:

This course aims to acquaint students with the process of policy making and analysis its impact on the society. It prepare the students to find appropriate policy intervention to various social issues from the perspective of social work profession. It also helps student 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: Planning Machinery and Administration.

Unit 3- Determinants and steps of policy formulation

- Process of policy formulation in India
- Policy analysis based on objectives, implementation and outcome
- Social policy and marginalized section

Unit 4- Social Work and Social Policy

- Role of social workers in social policy making
- Need and scope of social work intervention in social planing

- Social advocacy and social legislation

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.

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

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

Credit: 4
Full Marks: 50 (Internal Assessment:10 + End Semester
Exam:40) Duration of End Semester Examination: 2 hours

COURSE 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:

This course develop skills to critically evaluate literature, identifying research gaps and evaluating the validity of existing literature. It helps to understand and implement research paradigms, navigate complex ethical considerations, and apply appropriate statistical software for data analysis. This course seeks to 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, Interpretative, Constructionist, 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, Use of Descriptive and Inferential Statistics.

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.Al, 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. Al, 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.

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SEMESTER-VII
Course Code: A/SW/704/ MJC-20
Course Title: Gender and Development

Credit: 4
Full Marks: 50 (Internal Assessment:10 + End Semester
Exam:40) Duration of End Semester Examination: 2 hours

COURSE OBJECTIVES:

- To analyze critically key issues surrounding gender, intersectionality, and social exclusion.
- To develop an understanding of 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:

This course helps students learn to analyze how development processes affect various categories of gender differently through varied approaches to women in development, such as WID, WAD, GAD, WED. Additionally, students will also 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, Psychoanalytic, Existentialist, Postcolonial)

Unit 2- Gendered Development Dynamics

- Gender and Poverty: Analyses of gendered poverty and deprivation.
- Gender and Livelihood: Gender and work, the informal economy, and women's empowerment.
- Gender and Ecology: Sustainable development, women's role in ecology and development.

Unit 3- Gender Mainstreaming and Policy

- Gender Mainstreaming: Examining gender roles, relations, inequalities and how they affect policies and programs and the need for gender mainstreaming
- 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 the 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.

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

Credit: 4
Full Marks: 50 (Internal Assessment:10 + End
Semester Exam:40) Duration of End Semester
Examination: 2 hours

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

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- 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.
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Unit 4- Maintenance, Retention & HRD

- Worker's Participation in Management (WPM), Performance Management and Performance Appraisal.
- Industrial disputes- concept, causes of disputes; Concept of discipline and disciplinary action, Concept and sources of grievances.
- Human Resource Development (HRD), Concept, definition, differences between HRM and HRD, Social Work and HRD

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