

# FATIMA COLLEGE (Autonomous)

NAME OF THE DEPARTMENT: DEPARTMENT OF SOCIOLOGY  
AND SOCIAL WORK

TO BE IMPLEMENTED FROM: ACADEMIC YEAR FROM  
2021-2022 ONWARDS

VENUE: ONLINE MODE THROUGH GOOGLE MEET

CONVENED ON: 10/04/2021

CONVENED AT: 2.00 P.M

## MEMBERS PRESENT:

1. Dr. M. Meenakumari - Head of the Department  
~~Assistant~~ professor & Head  
Department of Sociology  
and Social work  
Fatima College (Autonomous)  
Madurai
2. Dr. H. Bhuvananeswaran - University Nominee  
Assistant professor  
Department of Sociology,  
School of Social Sciences,  
Madurai Kamaraj University  
Madurai

*Bhuvaneswaran*

3. Dr. J. O. Jeyda Gnanajane Eljo - Subject Expert  
Associate professor,  
Department of Social work,  
Bharathidasan University,  
Tiruchirappalli

4. Dr. Chittaranjan Subudhi, - Subject Expert  
Assistant professor,  
Department of Social work,  
Central University of Tamil Nadu  
Tiruvannamalai

5. Mrs. A. Sathya, - Industrialist  
Center in-charge,  
Apollo Sugar Clinic,  
Apollo Multi-speciality Hospitals,  
Madurai

6. Ms. M. S. K. Apurva, - Alumna  
M.Phil Scholar in Psychiatric social work,  
National Institute of Mental Health  
and Neuroscience,  
Bangalore,  
Karnataka

7. Dr. S. J. Kala - Dean of Academic Affairs  
Dr. Malathi

8. Mrs. V. Sofia Adaitala Mary - Staff Members  
Assistant professor  
V. Sofia Adaitala Mary

9. Dr. P. Jacinatha Josephine Julie - *J. J. J.*  
Assistant professor
10. Dr. K. Saiitha - *K. Saiitha*  
Assistant professor
11. Dr. M. Shapna Yasmin - *M. Shapna*  
Assistant professor
12. Dr. T. Geeltha - *T. Geeltha*  
Assistant professor
13. Mrs. J. Sujatha - *J. Sujatha*  
Assistant professor

\* The Annual upgradation of Syllabus meet was conducted for post Graduate programme, Master of Social Work on 10.04.2021 at 2.00 p.m in online mode through Google meet. The head of the department Dr. M. Meenakumari welcomed the members and explained the agenda of the meet.

\* Agenda for Board of Studies:

1. Presentation of the Action Taken Report
2. updation and addition of open Educational Resources in the list of references of Courses
3. Revision of Syllabus
4. New Courses -
  - a. At least one Interdisciplinary Self - Learning



Extra Credit Course/semester for UG/PG/professional Advanced Learners to be introduced

5. Introduction of at least one purely skill-Embedded Certificate/Diploma/Advanced Diploma Value-Added Course other than the Value-Added Course that is already being offered.
6. Approval of ph.D Course work syllabus
7. Internships & projects -
  - a. Rubrics for internships & projects to be passed in the Board
  - b. Type of projects to be decided
    - i) field project (ii) student project 1) Group-UG
    - 2) Individual - PG

### MINUTES OF THE BOARD OF STUDIES :

#### 1. PRESENTATION OF THE ACTION TAKEN REPORT :

#### ACTION TAKEN REPORT FOR 2020-2021

| Common Suggestions offered in the previous Board                                                                                           | Action taken for the academic year 2020-21                                                                                                 |
|--------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Self study portions and dynamism was suggested.                                                                                         | implemented self study portions and dynamism for all Courses except field work and project.                                                |
| 2. In the syllabus for the following papers, changes were suggested.<br>19MSW205-Social Case work and Social Group work in unit: I include | incorporated all the suggestions for the mentioned Courses.<br>For this Course, 12% of revision of syllabus with relevance to National and |

Skills for Social Case work, in unit: II remove introduction and add process to the title.

Delete unit: III and unit: IV can be changed into unit: III.

In unit IV, include Group work process, principles - Techniques, process and historical demands. In unit: VI add in India, delete differently abled.

Global level with the Scope for employability and Skill Development was revised.

19MSW310B - Mental Health in unit: I add DSM, in unit: II remove the theory part from study, in unit: IV add psychiatric epidemiology, in unit: V full unit self study, then delete National Mental Health programmes as policies. In unit: VI add Mental Health act.

This Course had a revision of 10% with relevance to National & Global level with the scope for employability and Skill Development

19MSW311C - Labour Legislations in unit: III add Code of wages, 2019.

This course had 2% of revision with relevance to National & Scope for Skill Development.

3. For MOOC course titled 'Intellectual Property Rights: A Management perspective' is approved. The members of the board said that the choices can also be given to the learners to pursue, because certain courses will be available for particular time.

Students enrolled in MOOC courses as per their choices and based on the availability of the course.



So, based on the availability of the course in the portal and the interest of the learners, it can be opted.

4. The proposed external examiners list for field work viva voce & project viva-voce was presented, the members said that for field work viva-voce practitioners should be preferred and then for project viva-voce academicians should be the examiners. Then for internship sectors was proposed, discussed and finalised

implemented the suggestions and invited the suggested persons as the external examiners for the same.

5. For Self Learning Courses - Advanced learners titled "Corporate Social Responsibility" and Value added Crash Course on "Counselling skills was appeared.

offered the mentioned course to the students.

Change of Course Title - Nil  
New Courses Introduced - Nil

#### 4. New Courses Introduced - 2021 onwards

| S.NO | Course Code | Course Title       | Relevance to L R N G | Scope for EMP ENT SD | Need for Introduction                             |
|------|-------------|--------------------|----------------------|----------------------|---------------------------------------------------|
| 1.   | 21MSWISLHI  | Rural Develop-ment | L N G                | EMP SD               | To understand the rural setup in the rural areas. |

| S.NO | Course Code       | Course Title                              | Relevance to L R N G | Scope for EMP ENT SD | Need for Introduction                                                           |
|------|-------------------|-------------------------------------------|----------------------|----------------------|---------------------------------------------------------------------------------|
| 2.   | 21MSW2<br>SLN2    | Geriatric Science                         | L N G                | EMP SD               | To be aware of the problems of the old people in the present day situation      |
| 3.   | 21PGH3<br>SLMSW3  | Socio-political L thinkers of India       | N G                  | EMP SD               | To make the learners to know about the political system, its problems & process |
| 4.   | 21MSW4<br>SLPGCA4 | Introduction L to Social Entrepreneurship | N G                  | EMP SD               | To develop a thorough understanding of social entrepreneurs                     |

### 3. Revised Courses - 2021 onwards

| S.NO | Course Code  | Course title           | NO. & Title of units revised | % of Revision | Need for Revision  | Relevance To L R N G | Scope For EMP ENT SD |
|------|--------------|------------------------|------------------------------|---------------|--------------------|----------------------|----------------------|
| 1.   | 19MSW<br>101 | Social work profession | unit-3<br>Remove social      | 6             | Tribal as a social |                      |                      |



| S.NO | Course code   | Course Title                                 | No. & Title of units revised                                                                                                                                                                                   | % of Revision | Need for Revision       | Relevance To                | Scope For |
|------|---------------|----------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-------------------------|-----------------------------|-----------|
|      |               |                                              | unit - 5<br>Add Tribal next to urban<br>unit - 6<br>Add Tribal Social work                                                                                                                                     |               | group need to be added  | LRNG EMPENTSD<br>N G EMP SD |           |
| 2.   | 19MSW<br>207  | Social work Research and statistics          | unit - 5<br>Add Structure of Research report, Limitations of Research, Ethical Considerations, issues in Social Research<br>Remove body of the report, Chapterisation, Guidelines for drafting research report | 8             | Enhance Research Skills | L N G EMP SD                |           |
| 3.   | 19MSW<br>311B | Social work practice in psychiatric Settings | unit - 1<br>History of psychiatric Social work in abroad to be added                                                                                                                                           | 10            |                         | L N G EMP SD                |           |



| S.NO | Course Code | Course title | NO & title of units revised | % of Revision | Need for Revision | Relevance To L R NG | Scope EMP SD ENT |
|------|-------------|--------------|-----------------------------|---------------|-------------------|---------------------|------------------|
|------|-------------|--------------|-----------------------------|---------------|-------------------|---------------------|------------------|

Remove history of social work in USA and UK

unit - 3

Add Tele

Psychiatry

unit - 4

Add

expressed emotions

unit - 6

Delete

Psychiatric

Social work

practice in

India.

update

with

Contem

porary

needs/

require

ments

4. 19MSW

312

Counselling:

Theory and practice

unit - 1

10

update

L

NG

EMP SD

Remove elements

with

Current

trend

unit - 2

add trans

-ference &

Counter

transference

unit - 5

Add School

Counselling & industrial

| S.NO | Course Code                                | Course title                             | NO & title of units revised                                                                                                                                                                                                                                                                                                                                                           | % of Revision | Need for Revision                           | Relevance To L R N G | Scope EMP SD ENT |
|------|--------------------------------------------|------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|---------------------------------------------|----------------------|------------------|
|      |                                            |                                          | Setting unit-6<br>Replace Credit<br>Counselling with Tele<br>Counselling                                                                                                                                                                                                                                                                                                              |               |                                             |                      |                  |
| 5.   | 21MSW<br>417B<br>instead of 19MSW<br>417B' | Social work practice in medical settings | unit-1<br>Add types and importance of health & in unit-2<br>medical social work, introduction definition, historical development of the profession, Medical Social work for different settings<br>communicable diseases - definition - types & symptoms<br>- Rhinovirus/ Influenza, HIV Salmonella / Escherichia Coli<br>Tuberculosis - Fungi Ringworm / protists<br>Non-Communicable | 35            | update with recent National Health programs | L N G                | EMP ENT SD       |



| S.no | Course Code | Course title | no of units revised                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | % of Revision | Need | Relevance | Scope |
|------|-------------|--------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|------|-----------|-------|
|      |             |              | <p>diseases -<br/> definition/<br/> types,<br/> Symptoms -<br/> Cancer,<br/> Cardiovascular<br/> diseases, Chronic<br/> respiratory<br/> diseases,<br/> diabetes, life<br/> style diseases:<br/> definition - types -<br/> obesity, Type II<br/> diabetes</p> <p>unit - 3<br/> Add hospitalisation<br/> Syndrome, pre-<br/> discharge and post<br/> discharge counselling,<br/> patient as a person<br/> and whole</p> <p>unit - 4<br/> Add scope of medical<br/> social work<br/> Remove epidemiological<br/> research</p> <p>unit - 5<br/> Add National<br/> health programmes<br/> as on 2020, importance</p> |               |      |           |       |

| S.NO | Course Code | Course Title | No of title of units Revised                                                                                                                                       | % of Revision | Need | Relevance | Scope |
|------|-------------|--------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|------|-----------|-------|
|      |             |              | unit - 6<br>Add<br>Role of<br>professional<br>medical<br>social workers<br>in prevention,<br>creative,<br>clinical, after<br>care and<br>rehabilitation<br>process |               |      |           |       |

## 2. updation of Open Educational Resources in the list of references of each course

| S.NO | Course Code | Course Title                           | Details of updation                                                                                                                   |
|------|-------------|----------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------|
| 1.   | 19MSW101    | social work profession                 | <a href="https://www.socialworkers.org">https://www.socialworkers.org</a>                                                             |
| 2.   | 19MSW102    | Study of Indian Society                | <a href="https://accountlearning.com/social-structure-indian-society">https://accountlearning.com/social-structure-indian-society</a> |
| 3.   | 19MSW103    | Understanding Human Behaviour          | <a href="https://archive.org/details/understandinghuman00mcco">https://archive.org/details/understandinghuman00mcco</a>               |
| 4.   | 19MSW1EDC   | Introduction to Indian Society         | <a href="https://ariasociety.org/education/indian-society-and-ways">https://ariasociety.org/education/indian-society-and-ways</a>     |
| 5.   | 19MSW205    | Social case work and Social Group work | <a href="https://ignou.ac.in/upload/bswr-02-block1-unit-6-small">https://ignou.ac.in/upload/bswr-02-block1-unit-6-small</a><br>Size   |



| S.NO | Course Code | Course Title                                 | Details of updation                                                                                                                                             |
|------|-------------|----------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 6.   | 19MSW206    | Community Organisation and Social action     | <a href="https://www.academia.edu/36409526/Community-organisation-and-so">https://www.academia.edu/36409526/Community-organisation-and-so</a>                   |
| 7.   | 19MSW207    | Social work Research and Statistics          | <a href="https://www.udemy.com/course/research-methods-and-statistics-advanced">https://www.udemy.com/course/research-methods-and-statistics-advanced</a>       |
| 8.   | 19MSW2EDC   | Introduction to Indian Society               | <a href="https://accountlearning.com/social-structure-indian-society-features">https://accountlearning.com/social-structure-indian-society-features</a>         |
| 9.   | 19MSW310A   | Rural Community development                  | <a href="https://sustainabledevelopment.un.org/topics/rural-development/decisions">https://sustainabledevelopment.un.org/topics/rural-development/decisions</a> |
| 10.  | 19MSW310B   | Mental Health                                | <a href="https://ncbi.nlm.nih.gov/mental-health">https://ncbi.nlm.nih.gov/mental-health</a>                                                                     |
| 11.  | 19MSW310C   | Human Resource Management                    | <a href="https://cite-thispems.com/guides/human-resource-management-Jour">https://cite-thispems.com/guides/human-resource-management-Jour</a>                   |
| 12.  | 19MSW311A   | Urban Community Development                  | <a href="https://sociologygroup.com/meaning-of-urban-community">https://sociologygroup.com/meaning-of-urban-community</a>                                       |
| 13.  | 19MSW311B   | Social work practice in psychiatric Settings | <a href="https://www.researchgate.net/publication/314284023-medical-social-work">https://www.researchgate.net/publication/314284023-medical-social-work</a>     |
| 14.  | 19MSW311C   | Labour Legislations                          | <a href="https://icsi.edu/media/web-modules/labour-law&amp;-practice">https://icsi.edu/media/web-modules/labour-law&amp;-practice</a>                           |
| 15.  | 19MSW312    | Counselling: Theory and Practice             | <a href="https://counselling.education/resources/references.html">https://counselling.education/resources/references.html</a>                                   |

| S.NO | Course Code | Course Title                                         | Details of updation                                                                                                                                 |
|------|-------------|------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|
| 16.  | 19MSW313    | Social policy, planning and development              | <a href="https://trinklethomas.com/social-policy-planning-india">https://trinklethomas.com/social-policy-planning-india</a>                         |
| 17.  | 19MSW415A   | Disaster Situations and Management                   | <a href="https://nidm.gov.in/pdf/disaster/about.pdf">https://nidm.gov.in/pdf/disaster/about.pdf</a>                                                 |
| 18.  | 19MSW415B   | Hospital Management                                  | <a href="https://academia.edu/5202538/hospital-management">https://academia.edu/5202538/hospital-management</a>                                     |
| 19.  | 19MSW415C   | Employee welfare and social work in industry         | <a href="https://employee-welfare.com/what-is-human-resource">https://employee-welfare.com/what-is-human-resource</a>                               |
| 20.  | 19MSW416A   | Working with Marginalised Groups                     | <a href="https://reference.com/world-view/marginalised-community/5174dcfa">https://reference.com/world-view/marginalised-community/5174dcfa</a>     |
| 21.  | 19MSW416B   | Disability prevention and Management                 | <a href="https://ohcaw.on.ca/disability-prevention-vs-disability/management">https://ohcaw.on.ca/disability-prevention-vs-disability/management</a> |
| 22.  | 19MSW416C   | Human Resource Development                           | <a href="https://what-is-human-resource-development">https://what-is-human-resource-development</a>                                                 |
| 23.  | 19MSW417A   | NGO Management                                       | <a href="https://ngosindia.com/key-factors-of-ngo-management">https://ngosindia.com/key-factors-of-ngo-management</a>                               |
| 24.  | 19MSW417B   | Social work practice in medical settings             | <a href="https://researchgate-medical-social-work">https://researchgate-medical-social-work</a>                                                     |
| 25.  | 19MSW417C   | Industrial Relations                                 | <a href="https://citationsy.com/styles/industrial-relations">https://citationsy.com/styles/industrial-relations</a>                                 |
| 26.  | 19MSW418    | Social welfare Administration and Social Legislation | <a href="https://vijindia.org/article/2012/january/03/social-welfare">https://vijindia.org/article/2012/january/03/social-welfare</a>               |



5. Introduction of purely Skill - Embedded Certificate/ Diploma/Advanced Diploma Value - Added Course other than the Value - Added Course that is already being offered

| S.NO | Course Code | Course Title                                                           | Mou with industry/organisations | Skills Sharpened          | Course Outcome                                                |
|------|-------------|------------------------------------------------------------------------|---------------------------------|---------------------------|---------------------------------------------------------------|
| 1.   |             | Skill-Embed-<br>ded course<br>on Fundamen-<br>-tals of fund<br>Raising | -                               | Fund<br>Raising<br>Skills | The students<br>gain basic<br>knowledge<br>of fund<br>raising |

6. Approval of ph.D course work syllabus - nil

7. Rubrics for project

| S.NO | C1 20 mks                         | C2 20 mks                      | CIA Total 40 mks     | External 60 mks                                           |
|------|-----------------------------------|--------------------------------|----------------------|-----------------------------------------------------------|
| 1.   | Project<br>evaluation<br>- 20 mks | Research<br>Ethics<br>- 20 mks | Internal<br>- 40 mks | Thesis<br>evaluation<br>- 40 mks<br>Viva-Voce<br>- 20 mks |

### Rubrics for Internship

| S.NO | C1 20 mks              | C2 20 mks                                    | CIA Total 40 mks     | External 60 mks                                                     |
|------|------------------------|----------------------------------------------|----------------------|---------------------------------------------------------------------|
| 1.   | Attendance<br>- 20 mks | Initiative in<br>organising prog<br>- 20 mks | Internal<br>- 40 mks | Agency evaluation - 10 mks<br>Report - 30 mks<br>Viva-Voce - 20 mks |

## Details of proposed / signed MOUs - NIL

### Other Suggestions

1. webinars can be conducted.
2. Project can be started during Semester III itself.

### Commendations

1. Highly appreciated for having online fieldwork.
2. Implemented the suggestions meticulously which was given by the members.

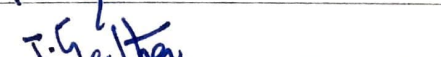
### Name

### Signature

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