

BA 4th SEMESTER
SOCIAL WORK
DISCIPLINE SPECIFIC COURSE (CORE)
SW420C: SOCIAL WORK: SOCIAL WELFARE ADMINISTRATION

Total Credits: 4 (Theory) + 2 (Tutorials)

Objectives/Expected Learning Outcomes:

1. Understand concept, principles and components of social welfare administration.
2. Develop understanding of social welfare administration as a method of social
3. Work profession.
4. Acquire competence in social welfare and development services.

COURSE CONTENTS: (Theory) 4 Credits

Unit I Social Welfare Administration (15 Hours)

- Concept of Voluntarism & Voluntary Organizations in India.
- Types of Social Welfare Organizations (*GO, NGO, CSO*)
- Social Welfare Administration; Meaning and Significance,
- Social Welfare Administration as Method of Social Work.

Unit II Principles of Social Welfare Administration (15 Hours)

- Planning, Organizing,
- Staffing
- Directing, Coordination,
- Recording and Budgeting

Unit III Registration and Management of Social Welfare Agencies (15 Hours)

- Registration of Social Welfare Agencies
- Decision Making
- Communication
- Grants -In-Aid and Fund Raising,

Unit IV Understanding the Working of Social Welfare Agencies (15 Hours)

- Children
- Women
- Elderly
- Differently Able

TUTORIALS {2 Credits: 30 Hours}

Tutorials with duration of 30 Hours shall be based on the assignments given to learners relevant to the course. Book review, Discussion on select readings, screening of documentaries and other feasible activities that the tutor deems relevant for the course.

READINGS:

1. Chowdhary, D.P. (1992) Social Welfare Administration in India, Deep and Deep Publication, New Delhi
2. Goel & Kumar (2004) Administration and Management of NGOs, Deep and Deep publication, New Delhi.
3. Goel, S.L. and Jain, R.K (1988) Social Welfare Administration, Vol. I and II, Deep Publication, New Delhi.
4. Kaushik, A (2012) Welfare and Development Administration in India, Global Vision Publishing House, New Delhi.
5. Naidu, S.P. (1996) Public Administration Concept and Theories, New Age International Publishers, New Delhi.
6. Sachdeva, D.R. (1993) Social Welfare Administration in India, Allahabad, Kitab Mahal.
7. Siddiqui, H.Y (1990) Social Welfare in India, Harnam Publications, New Delhi.