Master of Social Science (M.S.S.) in Social Work

SYLLABUS



Academic Session: 2016-2017

Department of Social Work

Faculty of Social Science University of Rajshahi Rajshahi-6205, Bangladesh.

CONTENT

INTRODUCTION	3
PROGRAMME AIMS	3
COURSE STRUCTURE	3
MARKING CRITERIA	4
GENERAL GROUP-A OPTIONAL COURSES	5
GENERAL GROUP-B OPTIONAL COURSES	5
COMPULSORY	5
COMPULSORY COURSES FOR ALL STUDENTS	6
COMPULSORY COURSES FOR GENERAL STUDENTS	7
COMPULSORY COURSES FOR THESIS STUDENTS	8
FACULTY PROFILES	10
COURSE DESCRIPTIONS	14
Course No. SW- 501: Human Services Management	14
Course No. SW-502: Planning, Development and Social Work	16
Course No. SW-503: Poverty Analysis and Social Work	17
Course No. SW-504: Advanced Social Research	19
Course No. SW-505: Social Statistics and Quantitative Analysis	21
Course No. SW-506: Social Work with Community: Rural and Urban Settings	22
Course No. SW- 507: Social Work Practice in Medical and Psychiatric Settings	24
Course No. SW-508: Population Dynamics and Population Problems	27
Course No. SW - 509: Environmental Management	29
Course No. SW- 510: Labour Welfare and Industrial Relations	30
Course No. SW-511: Women Welfare and Women Emancipation	32
Course No. SW- 512: International Social Work and Global Development	34
Course No. SW- 513: Victimology and Restorative Justice	35
Course No. SW-521: Crime, Correction and Social Work Practice	37
Course No. SW-522: Social Work and Urban Resources Management	38
Course No. SW - 523: Social Work with Family and Children	40
Course No. SW- 524: Youth Welfare	42
Course No. SW- 525: Rural Development: Past Efforts and Contemporary Trends	43
Course No. SW- 526: Geriatric Welfare	45
Course No. SW- 527: Welfare for the Disabled	46
Course No. SW- 528: Clinical Social Work	48
Course No. SW 529: Domestic Violence: Theory and Intervention	49
Course No. SW- 530: Counselling and Social Work	51
Course No. SW- 531: Human Resources Management	52
Course No. SW- 532: Qualitative Research in Social Work	54

INTRODUCTION

The key purpose of this postgraduate programme is to provide students with an intellectually exciting, challenging and contemporary curriculum in social research, social development and social work. The programme offers an opportunity to learn advance social work and share practical experiences. It also provides the skills, academic knowledge and conceptual frameworks for those who intend to carry out higher education (e.g. for an MPhil or PhD) in the field.

PROGRAMME AIMS

During this whole syllabus we aim to introduce you to the theories, philosophies and paradigms of social development and social work practice. By the end of the programme we would expect students to demonstrate a grasp of the theory and methodology, techniques, as well as their strengths and the limitations in all of these areas. It also pays attention to the skills of managing research projects.

There are a number of things that we expect students be able to achieve by the end of the program. These are stated as 'learning outcomes' of each course.

COURSE STRUCTURE

The duration of the M.S.S program will be one academic year. Total marks of the program shall be 600, which will be equal to total **36 credits.**

Basically, there will be two separate groups in the M.S.S. program, i.e., 'Thesis Group' and 'General Group'. However, general Group will be divided into two streams: such as 'General Group-A' and 'General Group-B'.

Students of 'Thesis Group' will be required to select 6 courses either from the courses under 'General group-A' or from the courses under 'General group-B'. Besides, they will have to take a thesis paper carrying 150 marks of which 50 marks will be allotted for viva-voce examination on the thesis. The viva-voce examination will be held after the submission of the thesis. The students will have to prepare a thesis under the guidance of a teacher of the department. Students securing CGPA 3.25 in Honours final examination will be allowed to offer thesis.

Students of both General Group-A and General Group-B will have to take eight (8) courses from their respective group exclusively. General group students will have to carry out a research carrying 50 marks of which 30 marks will be on the research report and 20 marks will be on research seminar presentation.

Besides, all students will be placed in fieldwork carrying 100 marks, of which 60 marks will be on field practice report and 40 marks on viva-voce examination. In addition, all students will have to take part in Tutorial and Viva-voce examinations on theoretical courses carrying 25 and 25 marks, respectively.

Distribution of Credits

Groups	Courses (Group A/B)	Thesis	Research Project	Fieldwork	Tutorial & Viva-voce	Total
Thesis Group	6x3=18	9	-	6	3	36
General Group-A	8x3=24	_	3	6	3	36
General Group-B	8x3=24	_	3	6	3	36

Detailed Marks Distribution

Groups	Courses	Thesis Research		rch Project	Fieldwork		Tutorial & Viva-voce		Total	
Groups	(Group A/B)	Thesis	Viva	Report	Presentation	Report	Viva	Tutorial		Total
Thesis Group	6x50=150	100	50	_	_	60	40	25	25	600
General Group-A	8x50=400	_	_	30	20	60	40	25	25	600
General Group-B	8x50=400	_	_	30	20	60	40	25	25	600

MARKING CRITERIA

Numerical Grade	Letter Grade	Grade Point
80% and above	A+ (A plus)	4.00
75% to less than 80%	A (A regular)	3.75
70% to less than 75%	A- (A minus)	3.50
65% to less than 70%	B+ (B plus)	3.25
60% to less than 65%	B (B regular)	3.00
55% to less than 60%	B- (B minus)	2.75
50% to less than 55%	C+ (C plus)	2.50
45% to less than 50%	C (C regular)	2.25
40% to less than 45%	D	2.00
Less than 40%	F	0.00

Letter Grade	Generic Criteria
A+	All learning outcomes have been met to an excellent standard.
A	■ All learning outcomes have almost been met to an excellent standard.
A-	 All learning outcomes have moderately been met to an excellent standard.
B+	 All learning outcomes have been met to a very good standard.
В	 All learning outcomes have been met to a good standard.
B-	 All learning outcomes have been met to an adequate standard.
C+	■ A few learning outcomes have not been met adequately.
C	■ A number of learning outcomes have not been met adequately.
D	■ Most or all learning outcomes have not been met adequately.
F	■ Failed.

GENERAL GROUP-A

OPTIONAL COURSES

Course No.	Title of the Course	Marks	Credit
SW-501	Human Services Management	50	3
SW-502	Planning, Development and Social Work	50	3
SW-503	Poverty Analysis and Social Work	50	3
SW-504	Advanced Social Research	50	3
SW-505	Social Statistics and Quantitative Analysis	50	3
SW-506	Social Work with Community: Rural and Urban Settings	50	3
SW-507	Social Work Practice in Medical and Psychiatric Settings	50	3
SW-508	Population Dynamics and Population Problems	50	3
SW-509	Environmental Management	50	3
SW-510	Labour Welfare and Industrial Relations	50	3
SW-511	Women Welfare and Women Emancipation	50	3
SW-512	International social Work and Global Development	50	3
SW-513	Victimology and Restorative Justice	50	3

GENERAL GROUP-B

OPTIONAL COURSES

Course No.	Title of the Course	Marks	Credit
SW-521	Crime, Correction and Social Work Practice	50	3
SW-522	Social Work and Urban Resources Management	50	3
SW-523	Social Work with Family and Children	50	3
SW-524	Youth Welfare	50	3
SW-525	Rural Development: Past Efforts and Contemporary Trends	50	3
SW-526	Geriatric Welfare	50	3
SW-527	Welfare for the Disabled	50	3
SW-528	Clinical Social Work	50	3
SW-529	Domestic Violence: Theory and Intervention	50	3
SW-530	Counselling and Social Work	50	3
SW-531	Human Resources Management	50	3
SW-532	Qualitative Research in Social Work	50	3

COMPULSORY

Course No.	Title	Compulsory for	Marks	Credit
SW-500F	Fieldwork	All Students	100	6
SW-500V	Tutorial and Viva-voce	All Students	50	3
SW-500R	Research Project	General Students	50	3
SW-500T	Thesis	Thesis Students	150	9

COMPULSORY COURSES FOR ALL STUDENTS

COURSE NO. SW- 500F: INTERNSHIP (FIELDWORK) CREDIT: 6

Marks: 60+40=100 Credits = 6

Department will make field placement of the students after completion of courses. All fieldwork process will be executed and evaluated in accordance with the Fieldwork Manual published by the Department. Students will be placed in different social and nation-building agencies for a period of 480 working hours spread over 2-2.5 months continuously. A teacher of the department (to be regarded as internal examiner) and an officer of the concerned agency (to be regarded as external examiner) will supervise the students during fieldwork and shall award 60 marks on fieldwork and report. The respective examination committee will conduct viva-voce examination on fieldwork for 40 marks.

The fieldwork report should include:

- a) Introduction: description of the organizational context and relevant social problem contexts in which fieldwork (social work training) is conducted
- b) Literature Review: description and reflection upon theoretical and practical knowledge in relation to the problems that the agency deal
- c) Need Assessment: investigation, analysis and documenting the need of support for both groups and individuals in vulnerable situations
- d) Methods: description of the social work methods, models, theories and approaches that the intern followed to carry out their social work activities
- e) Case Reports: systematic description of the assigned social work practices
- f) Discussion and Conclusion: description and reflection upon the social work knowledge/theories, methods, models, and approaches used
- g) Evaluation and Recommendations: reflection upon her/his own learning process and approach in relation to fieldwork; recommendations for the social work profession and fieldwork program, and for also the agency.

Assessment: Fieldwork and Report 60 marks and Oral Examination 40 marks

COURSE NO. SW- 500V: TUTORIAL AND VIVA-VOCE

CREDIT: 3

Marks: 25+25=50 Credits = 3

All students will have to take part in Tutorial and Viva-voce examinations on theoretical courses carrying 25 and 25 marks, respectively. Course teachers will conduct tutorials while the relevant examination committee will conduct the viva.

COMPULSORY COURSES FOR GENERAL STUDENTS

COURSE NO. SW-500R: RESEARCH PROJECT

CREDIT: 3

Marks: 30+20=50

Lab Session = 06 hrs. Lab Attendance

Students shall individually be involved in practical social research under a teacher (as supervisor) of the department to be assigned by the Academic Committee. Students will basically be assigned into several groups and a departmental teacher will supervise each of the groups. Each student will have to find out a research problem and inquiry into the research issues systematically. The research may follow qualitative, or quantitative, or a mixed-method approach. At first, the students will have to present their research proposal in a group seminar. The students should accommodate the comments of other seminar participants, which will be considered by their supervisor(s). Upon satisfaction of the supervisor(s), the students can formally carry out the research. After completion of the research, the students will also have to individually present their findings in a departmental seminar. Each student will also have to submit a research report in two copies to the department. These reports shall be given to the internal and external examiners for evaluation according to the University rule through the Controller of Examinations. Evaluation will be done according to the University rules. The practical research will comprise totally 320-man hour including times for literature review, proposal development, fieldwork/data collection, data analysis, report writing, meeting with supervisors, and presentations in seminars.

Seminar – I: Presentation within the Group

Presentation on research proposal should mainly include-

- 1. Project title/area of interest
- 2. Findings of literature review showing the research gap
- 3. Research questions/hypotheses
- 4. Conceptual framework
- 5. Research plan and methodology
- 6. Key references

Seminar – II: Research Seminar Presentation

Seminar Presentation on research findings should mainly include-

- 1. Showing the study gap (through literature review)
- 2. The research questions that guided the study
- 3. Conceptual framework
- 4. Methodology and Data Analysis Techniques Used in the Study
- 5. Presentation of Key Findings and their strengths and limitations
- 6. Conclusion to what extent research findings answer the research questions

Every seminar should be followed by a question and answer session. Seminar I is to be held within supervisor's research group. This is a non-graded seminar (no mark is assigned). However, Seminar II is a formal one and will be marked.

Assessments: Report 30 marks, Performance in Seminar II 20 mark.

*A relevant committee (comprise of the supervisor and a departmental faculty) will jointly evaluate individual student's performance in the seminar presentation.

COMPULSORY COURSES FOR THESIS STUDENTS

COURSE NO. SW-500T: THESIS CREDITS: 9

Marks: 100+50=150 Lab Session = 09 hrs. Lab Attendance

Thesis students shall be involved in practical social research under a teacher (as supervisor) of the department to be assigned by the Academic Committee. To choose thesis, prospective students should apply through prospective supervisor(s). Each student will have to find out a research problem and inquiry into the research issues systematically. The research may follow qualitative, or quantitative, or a mixed-method approach. At first, the students will have to present their research proposal in a departmental research seminar. The students should accommodate the comments of seminar participants, which will be considered by their supervisor(s). Upon satisfaction of the supervisor(s), the students can formally carry out the thesis. After completion of the thesis, the students will also have to individually present their findings in a departmental seminar. A thesis evaluation committee, comprising of student's supervisor and two other external members, will conduct the thesis viva-voce examination. After accommodation of suggestions and comments from thesis viva-voce examination committee members (endorsed by supervisor), a student has to submit two copies of revised/final thesis – one for supervisor and another for seminar library reference.

Seminar – I: Proposal Presentation Seminar

MSS

Presentation on research proposal should mainly include-

- 7. Thesis title/area of interest
- 8. Findings of literature review showing the research gap
- 9. Research questions/hypotheses
- 10. Conceptual framework
- 11. Research plan and methodology
- 12. Key references

Seminar - II: Research Seminar Presentation

Seminar Presentation on research findings should mainly include-

- 7. Showing the study gap (through literature review)
- 8. The research questions that guided the study
- 9. Conceptual framework
- 10. Methodology and Data Analysis Techniques Used in the Study
- 11. Presentation of Key Findings and their strengths and limitations
- 12. Conclusion to what extent research findings answer the research questions

Every seminar should be followed by a question and answer session. Seminar is non-graded but required. Seminar II should follow Thesis Viva-voce Examination.

Assessments: Thesis Report 100 marks, Viva-voce Exam on Thesis 50 marks

FACULTY PROFILES



Professor Dr. Md. Ashrafuzzaman

B.A.(Hons.) M.A.(RU), Ph. D.(RU)

E-mail: azsw@ru.ac.bd

Research interest: Correctional Services, Rural Development, Poverty Reduction, Social System and Social Development



Professor Dr. Md. Fakrul Islam

B.S.S.(Hons.) M.S.S (DU), M.E.Sc.(Tsukuba, Japan),

Ph.D.(*Tsukuba*, *Japan*)

E-mail: hiraharati@yahoo.com; fakrul@ru.ac.bd

Skype ID: md.fakrulislam

Research interest: Socio-environmental Policy Model,

Poverty Reduction, EIA, SIA, Education & Regional

Policy



Professor Dr. Syeda Afreena Mamun

B.A.(Hons.) M.A. (RU), Ph.D.(RU)

E-mail: afreena@ru.ac.bd

Research interest: Gender issues, Child Welfare, Rural

Development and Poverty Reduction.



Professor Dr. Sharmistha Roy

B.S.S.(Hons.), M.S.S (RU), M.Phil.(RU), Ph.D.(RU)

E-mail: samajitpal@bsri.gov.bd

Research interest: Geriatric Welfare



Professor Dr. Md. Sadequl Arefin

B.A.(Hons.) M.A. (RU), M.Phil.(RU), Ph.D.(RU)

E-mail: arefinmatin@yahoo.com

Research interest: Social development, Rural Development



Professor Dr. Md. Emajuddin

B.S.S.(Hons.) M.S.S (RU), M.Phil(RU), Ph.D.(RU)

E-mail: emajmd@yahoo.com

Research interest: Culture, Life and Society, Cross Culture



Professor Dr. K M Rabiul Karim

B.S.S., M.S.S. (RU), M.Sc. (AIT), Ph.D. (HKU)

E-mail: rkarimsw@ru.ac.bd

Research interest: Community Development, Domestic

Violence, Gender and Natural Resources Management



Professor Dr. Sheikh Kabir Uddin Haider

B.S.S.(Hons.) M.S.S (RU), Ph.D.(RU)

E-mail: hkabir@ru.ac.bd; dhkabir69@yahoo.com

Research interest: NGO, Education Policy



Professor Dr. Golam Kibria Ferdous

B.S.S.(Hons.) M.S.S (DU), Ph.D. (RU)

E-mail: gkfm2001@yahoo.com

Research interest: Disabled Welfare



Professor Muhammad Shariful Islam

M.S.S (DU), M.Phil.(RU)

E-mail: msiswru@yahoo.com Research interest: Human Rights



Professor Dr. Tanzima Zhora Habib

B.S.S.(Hons.) M.S.S (RU), M.S.(N.U.S. Singapore), Ph.D.(RU)

E-mail: shomiswrus@yahoo.com

Research interest: Women Welfare; Gender Issues



Professor Dr. Zannatul Ferdous

B.S.C.(Hons.) M.Sc., Ph.D. (RU)

E-mail:zfedous_69@yahoo.com

Research interest: Sociometry of Destitute Women, AIDS



Professor Dr. Md. Shahidur Rahman Choudhary

B.S.S.(Hons.) M.S.S (RU), Ph.D.(RU)

E-mail: srcswru@ru.ac.bd

Research interest: Elderly Welfare, Women Welfare, Microcredit,

Health and HIV/AIDS.



Dr. Md. Faruque Hossain

B.S.S.(Hons.) M.S.S (DU), Ph.D. (RU)

Designation: Associate Professor E-mail: faruquerusw@yahoo.com

Research interest: Elderly Welfare and Drug Addiction



Dr. Md. Rabiul Islam

B.S.S.(Hons.) & M.S.S (Dhaka), MSc (AIT, Bangkok) Ph.D.

(Macquarie, Sydney)

Designation: Associate Professor E-mail: rislamsw@yahoo.com

Research interest: Social capital and disaster resilience, community-based disaster management, climate change

adaptation, disaster and human rights.



Dr. Md. Akhtar Hossain Mazumder

B.S.S.(Hons.) M.S.S (DU)

Designation: Associate Professor E-mail: akhtarswru@yahoo.com

Research interest: Rural Development, NGO, Human

Behaviour & Counselling



Md. Sayeed Akhter

B.S.S.(Hons.), M.S.S. (RU), M.Sc. (IOB, UA)

Designation: Associate Professor E-mail: sayeed_sw@yahoo.com

Research interest: Community Development, Women in

Development, Microfinance



Dr. Mohammad Zamirul Islam

B.S.S.(Hons.) M.S.S (RU), Ph.D.(RU)

Designation: Associate Professor E-mail: mziswru@yahoo.com

Research interest: Rural Development, Labour Welfare

and Women Development



G. M. Abdul Wahab

B.S.S.(Hons.) M.S.S (RU)

Designation: Assistant Professor

E-mail: wahab@ru.ac.bd

Research interest: Rural Development, Education Research

and Human Resource Management

Course descriptions

COURSE NO. SW- 501: HUMAN SERVICES MANAGEMENT

Marks: 50 Credit: 3

Course Description

A variety of functions are performed by *Human Services Management* to attain the objectives of a particular social welfare agency. It intends to provide an opportunity for participants to understand concepts of administration, social welfare administration, coordination and other relevant concepts, importance of social welfare administration in rendering social services to the clients. It also provides an in-depth knowledge regarding organization theory that will enhance the depth of knowledge of the participant to analyze organization goals and human behaviour. Therefore, this course is viewed as an instrument for the students to be a skilled social worker.

Course contents:

- 1. Human Services: concept and scope; where human service workers work; generic human service worker competencies.
- 2. Human Services Management: concept, purpose and function of administration as a part of human services management:, Social welfare and development administration, and management.
- 3. Organization: Organizational theory, definition of formal organization, types of organization. Concept of organizational effectiveness and efficiency, scientific management approach, human relations approach to formal organization, rational choice theory, and concept of bureaucracy, its characteristics, advantages and limitations.
- 4. Coordination: Importance of coordination, means and methods of coordination. Coordination of social welfare program in Bangladesh, role of Bangladesh national council of social welfare.
- 5. Personnel management: selection and training of personnel; job description and job analysis; job satisfaction, motivation and moral of employees promotion; demotion and retirement; salary and fringe benefits; provident fund; benevolent fund; group insurance; employee-management relationship.
- 6. Case management: definition and models; Service delivery and service coordination; Working with a team.

- 7. Supervision: supervision as an administrative process; supervision as an educational process; techniques and functions of supervision; supervision of social welfare programs.
- 8. Financial management and budgeting: scope and importance of financial management in administration; accounts keeping; step in budgeting; elements of a good budget; budget appropriation and supplementary budget.
- 9. Administration and management of social welfare service in Bangladesh. Administrative structure of the department of social service, administrative structure of different social welfare services. Administration and management of USS, RSS & control of various child welfare institutions in Bangladesh.

□ Books Recommended for Reading:

- 1. Chowdhury, D.P. (1979). Social Welfare Administration. New Delhi: Atma Ram &Sons
- 2. Eriksen, E.O. (1992). The Concept of Organization. Notes on Governing Health Care Institution. LOS Center notat 92/8.
- 3. Eriksen, E.O. and Weigard, Jarle (1993). Conceptualizing Politics. Strategic Action or Rational Discourse. LOS Center notates 93/46.
- 4. Etzioni, Amiti (1964). Modern Organization. New Jersey: Prentice-Hall Inc.
- 5. Goel, S.L. and Jain, R.K. (1980). Social Welfare Administration. New Delhi: Deep and Deep.
- 6. Hussain, M.N. and Alauddin, M. (1970). Introduction to Social Work Methods. Dhaka: ISWR, DU.
- 7. Skidmore, R.A. (1995). Social Work Administration. Boston: Allyn & Bacon.
- 8. Trecker, H.B. (1950). Group Process in Administration. New York: Women's Press.
- 9. Trecker, H.B. (1965). New Understanding of Administration. New York: Association Press.
- 10. Lewis, J. A. and Lewis, M. D. (1991), Management of Human Service Programs. Pacific Grove, California: Brooks-Cole Publishers.
- 11. Goldhaber, G. M. (1993), Organizational Communications. Madison, Wisconsin: Brown and Benchmark Publishers.
- 12. Pricilla M Young, The Student and Supervision in Social Work Education
- 13. Rino J. Patti (Editor), (2008). The Handbook of Human Services Management,

COURSE NO. SW-502: PLANNING, DEVELOPMENT AND SOCIAL WORK

Marks: 50 Credit: 3

Course Description

This course has been designed to give knowledge of social work to the master students on planning, Development and Social Work Therefore, this course is viewed as an instrument for the students to be a skilled social worker.

Course outcome

It is expected that the students will gather appropriate knowledge of a skilled social worker and would be able to design, conduct and evaluate a program through participating in this course. They would also attain required competency for international job market.

Course contents:

- 1. Concept of planning: Definition, steps, economic and social planning; domains and levels for social planning; development of social welfare planning in Bangladesh.
- 2. Development planning: concept, strategy- interdependence, foreign trade, capital intensity, regional balance, unemployment, distribution of income, public expenditure, taxes and savings, inflation and foreign aid.
- 3. The planning process: the planning agency, planning committees, preparing projects, the annual plan, the private sector; development planning in Bangladesh.
- 4. Project planning: concept of project- types, characteristics, elements, importance; project appraisal cost-benefit analysis, shadow price; project monitoring, project evaluation— internal and external evaluation, steps, techniques; evaluation of social welfare project.
- 5. Development and Social Work: Concept of development; development efforts in Bangladesh.
- 6. Poverty and development; development of poverty alleviation programs in Bangladesh; role of Social Work in poverty alleviation.

□ Books Recommended for Reading:

1. Akbar, Md. Ali et. al. (1962). *Some Aspects of Development Planning*. Dhaka: United Nations Relief Operation.

- 2. Allen, Tim & Allan Thomas (eds). (1992). Poverty and Development in the 1990s, UK: Oxford University Press.
- 3. Islam, Nurul. (1977). Planning Strategy in Bangladesh; Dhaka, University Press Limited.
- 4. Kahn J. Alfred. (1969). Theory and Practice of Social Planning. New York: Russel Sage Foundation.
- 5. Lewis, W. Arthur. (1970). Development Planning. London: George Allen & Unwin.
- 6. Little, IMD & J.A. Mirrlees. (1974). Project Appraisal and planning for Developing Countries. New Delhi: Oxford & IBH Publishing Co.
- 7. Rahman H. Zillur & Mahabub Hossain (ed.). (1995). Rethinking Rural Poverty: Bangladesh as a Case Study. Dhaka: University Press Limited.
- 8. Rahman, Habibur & Nasiruddin. (1980). The Role of Social Scientists in Planning, Implementation and Evaluation of Development Plans, Dhaka: SSRC.
- 9. UNRISD (1965). Cost-benefit Analysis of Social Projects: Report of a Meeting of Experts. Held in Rennes, France.
- ১০. সৈয়দ শওকতুজ্জামান, (১৯৯৭). উ*ন্নয়ন ও পরিকল্পনা*, শাহানা পাবলিশার্স, ঢাকা।
- ১১. মোস্তফা হাসান ও আবুল হোসেন, (১৯৯৯). পরিকল্পনা ও প্রকল্প প্রণয়ন, গতিধারা, ঢাকা।
- ১২. এম. এ মজিদ, (১৯৯৫), প্রকল্প ব্যবস্থাপনা, বাংলা একাডেমী, ঢাকা।
- ১৩. আরেফিন, ড. মো: ছাদেকুল, ক্ষমতায়ন ও গ্রামীন দরিদ্র জনগোষ্ঠী, ঢাকা; এ এইচডিপিএইচ।

COURSE NO. SW-503: POVERTY ANALYSIS AND SOCIAL WORK

Marks: 50 Credit: 3

Course Description

Students in this three-credit course analyze and explore the nature, extent, and demographics of contemporary poverty, together with major policy and program responses to poverty. The course will examine populations most at risk of poverty, the dynamics of poverty, and trends in poverty rates over time. Attention will also be given to the types of anti-poverty programs that have been implemented since 1935 that underscores the extent of disagreement about the causes of poverty, the situation of the poor, and the role of the government in encouraging income redistribution and social change.

Course contents

- 1. Poverty: Definitions and Historical Trends. Types of poverty- absolute and relative poverty, mass poverty, ultra poverty, poverty in mind and soul.
- 2. Poverty Measurement- needs, assumptions, causes, factors and interventions, Demographics of Poverty Issues in Measuring Poverty
- 3. Culture and Poverty: Who are the poor Historical Trends, and International Comparisons. Multiple causes of poverty: Social and economic structural processes & discrimination; Causes of Poverty: Liberal and Conservative Theories Theoretical Perspectives and Overview of Poverty in the Third World.
- 4. History of views of poverty Explanations of Poverty: Individual-Based Approaches Structural-Based Approaches Spatial-Structural Explanations of Poverty: Uneven Development and the Geography of Poverty.
- 5. An economist approach to measuring poverty income inequality and discrimination. concept of inequality, rising of income inequality, measuring income inequality and common income inequality metrics
 - a) Gini index- The most frequently used inequality measure
 - b) Hoover index -The simplest inequality measure
 - c) Theil index The Theil index is an entropy measure
 - d) Comparison of the Theil index and the Hoover index government policies widened inequality
- 6. Poverty research-role of UN and other organizations
- 7. Global Poverty, poverty aid and poverty debate and politics. Poverty statistics and poverty business.
- Poverty reduction; Poverty reduction programs in Bangladesh, PRSP 2011, SSN and budget. Anti-poverty Programs Targeted anti-poverty interventions Redistribution and Tax Policy: Past and current safety nets-welfare programs Income Support Policies
- 9. Poverty and development; development of poverty alleviation programs in Bangladesh; role of Social Work in poverty reduction.

□ Books Recommended for Reading:

- 1. Ana Chin Lin and David R. Harris. Eds. (2009). The Colors of Poverty. (New York, New York: Russell Sage Foundation.
- 2. Diana DiNitto. (2007). *Social Welfare: Politics and Public Policy*. (Allyn and Bacon: Boston.
- 3. David Ellwood, (1988). *Poor Support* (Cambridge, MA.: Harvard University Press,
- 4. Phyllis J. Day. (2006). A *New* History of Social Welfare. (Allyn and Bacon: Boston,
- 5. William J. Wilson. (1996). When Work Disappears; The World of the Urban Poor. (New York: Alfred Knopf Press,
- 6. William J. Wilson. (1987). The Truly Disadvantaged (Chicago: The University of Chicago Press,
- 7. Melvin L.Oliver and Thomas M. Shapiro. (1997). *Black Wealth/ White Wealth: A New Perspective on Racial Inequality*. (New York, New York, Routledge,
- 8. Sudhir Alladi Venkatesh (2006). Off the Books: The Underground Economy of the Urban Poor. (Cambridge, MA: Harvard University Press.
- 9. Islam, Md. Fakrul (2007) Water Use and Poverty Reduction, Gotidhara, Dhaka.
- 10. Lisa Dodson. (2009). The Moral Underground: How Ordinary Americans Subvert An Unfair Economy. (New York: New York, The New Press.
- 11. Maria Cancian and Sheldon Danziger. eds (2009). Changing Poverty, Changing Policies. (New York, New York: Russell Sage Foundation.

COURSE NO. SW-504: ADVANCED SOCIAL RESEARCH

Marks: 50 Credit: 3

Course Description

This advanced course will prepare students for social service delivery system and human services assuming principal researcher's role in the practical and empirical social research of related agencies they hope to serve in the future. Both qualitative and quantitative research methods will be taught in 25 consecutive classes. Advanced learning methods and techniques of social research will be displayed using power points presentations. Class lecture sheets or notes in both

hard and soft forms will be provided to the students. Using modern computer software analysis of data will be shown putting necessary and relevant examples.

Course contents

- 1. Social research as a scientific method: use of social research in policy formulation, planning and evaluation.
- 2. Ethics in social research, ethical responsibilities of a social researcher.
- 3. Principles and steps in formulation of a research problem on various study topics.
- 4. Elements of a research design with illustrations. Characteristics, Difference between research design research and proposal; Types of design:
 - (a) Quantitative Research Design; Experimental Research Design; Classical Experimental Designs of Various Social Scientists; Modern Experimental Designs; Quasi-experimental Research Design; Pre-experimental Research Design.
 - (b) Non-experimental Research Design: Social Survey, Case Study, Content Analysis, Comparative, Cross-sectional Study, Ethnographic Study, Focus Group Discussion, SWOT Analysis, Rapid Rural Appraisal (RRA), Participatory Rural Appraisal (PRA).
 - (c) Techniques of Qualitative Research Design: Text analysis; field notes; diary and document use; audio-visual recording; case study, content analysis, unobtrusive techniques, ethnography, RRA, PRA, SIA, SWOT, FGD.
 - (d) Techniques of Quantitative Research Design: Quantification, Statistical modelling, I-O modelling, Policy modelling, Computer simulation modelling.
- 5. Techniques of data collection: observation, interview, questionnaire, projective technique. Sources and uses of secondary data, limitations of secondary data. Advantages and limitations of the methods of data collection.
- 6. Use of computer software in analyzing quantitative data. SPSS, computer simulation techniques. Environmental impact assessment (EIA), Social impact assessment (SIA), IIA, CVM, nature of social reality, test of hypothesis, questions of validity and reliability.
- 7. Format of research report writing, preliminaries, main text, finalities. Techniques of citation in research report and art of presentation.

□ Books Recommended for Reading:

MSS

- 1. Adams, Gereld R. & Jay D. Schavaneveldt (1985) Understanding Research Methods, Longman Inc. New York.
- 2. Abedin, Zainul Md. (2005) A Hand Book of Research, Book Syndicate, Dhaka.
- 3. Ahmed, Niaz (2010) Research Methods in Social Science, AHDPH, Dhaka.
- 4. Baily, D. Kenneth (1985) Methods of Social Research, The Free Press, New York.
- 5. Doby, John T & C. Wfford (1954) An Introduction to Social Research, The Stackpole Company, Pennsylvania.
- 6. Islam, Md. Fakrul (2007) Water Use and Poverty Reduction, Gotidhara, Dhaka.
- 7. Kothari, C.R. (1985) Methods and Techniques of Social Research, Vishaw Prokashana, Calcutta.
- 8. Nachmias, D. & Nachmias, C. (1981) Research Methods in Social Sciences, St. Martin's Press, New York.
- 9. Young, V. Pauline (2000) Scientific Social Survey and Research, Prentice-Hall, New Delhi, India.

COURSE NO. SW-505: SOCIAL STATISTICS AND QUANTITATIVE ANALYSIS

Marks: 50 Credit: 3

Course Description

This course has been designed to give knowledge of social work to the master students on social statistics and quantitative analysis. Therefore, this course is viewed as an instrument for the students to be a skilled researcher.

Course outcome

It is expected that the students will gather appropriate knowledge of a skilled social worker and would be able to design, conduct and evaluate a program through participating in this course. They would also attain required competency for international job market.

Course contents:

- 1. Classification, Tabulation and interpretation of tables.
- 2. Review of descriptive statistics: measures of central tendency and variability.
- 3. Measures of association; bivariate and multivariate analysis; Correlation analysis; canonical correlation, Mantel's matrix correlation.
- 4. Regression analysis; linear, non-linear, multiple, Categorical and continuous predictors; Regression diagnostics, Logistic regression; Regression model.
- 5. Inferential Statistics: Estimation, meaning, types of estimation.
- 6. Test of hypothesis; test of significance Statistical test, parametric test, non-parametric test, level of significance, type-I and type-II errors, power of the test, mean tests, variance test.
- 7. Index Number: concepts, price index number, quantity index number, cost of living index number.

□ Books Recommended for Reading:

- 1. Basil P. Korin., Statistical Concepts for the Social Sciences.
- 2. Blalock, Habart H., Social Statistics
- 3. Cohen Lillian H.: Statistics for Social Scientists.
- 4. Weinback, R. W. (1995). Statistics for Social Workers. New York: Longman Publishers.

COURSE NO. SW-506: SOCIAL WORK WITH COMMUNITY: RURAL AND URBAN SETTINGS

Marks: 50 Credit: 3

Course Description:

This course aims to provide students with a comprehensive understanding of the principles, theories and methods related to rural and urban community issues. It mainly aims to discuss social welfare frameworks and the social administration process of community.

Learning Outcomes:

 To interrogate the meaning of rural and urban community and explore the core principles and theories, along with understanding the goals of social administration. • To understand the important role of community workers skills and competencies.

Course contents:

- 1. Community: Concept, elements, functions, types; rural and urban community and their nature.
- 2. Historical development of community organization and community development.
- 3. Meaning of community organization: concept of community organization and community development as methods of Social Work.
- 4. Review of approaches to community organization and community development.
- 5. Analyze of various practices settings of community organization and community development.
- 6. Basic skills of community worker: concept, necessity and required skills of community worker.
- 7. Training for community workers: concept, importance and methods of training
- 8. Community development as a process and movement in India, Pakistan and Bangladesh.

□ Books Recommended for Reading:

- 1. Arthur Dunham: Community Welfare Organisation- Principles and Practice
- 2. Arthur Dunham: The New Community Organisation
- 3. Brill, Naomi (1990). Working With People: The Helping Process. New York: Longman Publishers.
- 4. Homan, M. S. (1994). Promoting Community Change. Pacific Grove, California: Brooks-Cole Publishers.
- 5. M.G. Ross: Community Organisation Theory and Practice
- Netting, F.E. and Kettner, P.M. (1993). Social Work Macro Practice. New York: Longman Press.
- 7. Rothman, Jack et. al. (1995). Strategies for Community Organisation. Itasco, Illinois: Peacock Publisher.
- 8. T.R. Batten: Communities and their Development
- 9. Harper and Dunham: Community Organization in Action.

- 10. Biddle and Biddle (1966): The Community Development Process, Printice Hall, India.
- 11. W.A. Friedlander: Concepts and Methods of Social Work.
- 12. B. Mukherji: Community Development in India.
- 13. Dr. A.D. Cruz (2002). Successful Community Development. Asian productivity organization, Tokyo, Japan.
- 14. Katar Singh (1999). Rural Development; Principles Policies and Management, Sage publication, New Delhi.
- ১৫. হাবিবুর রহমান : সমষ্টি উন্নয়ন ও সমষ্টি সংগঠন
- ১৬. মোহাম্মদ সাদেক ও আব্দুল হালিম : বাংলাদেশের সমষ্টি উন্নয়ন ও পল-ী পুনর্গঠন

COURSE NO. SW- 507: SOCIAL WORK PRACTICE IN MEDICAL AND PSYCHIATRIC SETTINGS

Marks: 50 Credit: 3

Course Description:

Medical social work is a special branch of social work, also known as hospital social service. Medical social work is knowledge, skill and techniques based practice of social work which is applied in health and medicine. Medical social workers assist patients and their families with health and treatment related problems and concerns. They lead support group discussions, help patients locate appropriate health care and other health services, and provide support to patients with serious or chronic illnesses. They also help patients and their families find important resources they need to overcome unhealthy conditions.

So, this course is designed to help the student's acquiring knowledge and skills of working with the patients and their families with health and treatment related problems and concerns. The overall skill and competency of this course will also help the students to work more effectively with the clients in serious or chronic physical and mental illnesses.

The broad objectives of medical social work will equip the students with knowledge and skills in the following levels:

- To understand the importance of medical and social work;
- To enable the students to explore the nature and dynamics of illness and to help the patients dealing with stress situations;

• To develop an understanding of multi-disciplinary approach in medical settings.

Course Contents:

- 1. Medical social work: Cconcept, definition, scope and uses, medical social work and health policy of Bangladesh.
- 2. Emergence and growth of medical social work as a branch of social work.
- 3. Characteristics of medical setting, interrelation and administration of hospital social service department and social service agency.
- 4. Meaning of disease and disability to patients, family and community: Socioeconomic problems affecting adequate performance of the patient's role.
- 5. Functions and role of medical social worker in clinics, hospital and community.
- 6. Study of various psychosomatic diseases and socio-economic problems related to these diseases.
- 7. Interviewing approaches with patients, Case recording.
- 8. Basic concepts, scope and nature of psychiatric Social Work, evolution of psychiatric Social Work as a field of study and profession in the developed countries and in Bangladesh.
- 9. Concepts of abnormal behaviour: etiology, and symptoms of abnormal behaviour, Nature and patterns of abnormal behavior: Neurotic disorders, Affective disorders, Substance-use disorders, Personality disorders and Perspectives/ abnormal behavior: Schizophrenia; Approaches of Psychodynamic perspective, behavioral perspective, Family system perspective, Socio-cultural perspective, Biological perspective, Medical/Mental health perspective, Statistical perspective, Psycho-social perspective. Legal/Normative perspective, Ideal (Human needs) perspective to observe, explain and assess abnormal behavior.
- 10. Abnormal behaviour patterns in Bangladesh; Attitudes, norms and ideas of abnormal behaviour; Basic trends and prevalence of abnormal behavior; policy and programs run by the GO's and NGO's to serve and rehabilitate the abnormal behavioural clients.
- 11. Social work process in practising psychiatric-settings: individual, group and community levels; Models, approaches and therapies of social work and knowledge of related disciplines to assess, treat, rehabilitate and adjust psychiatric clients; Functions and roles of psychiatric social worker in the

clinic, hospital and community settings; problems and prospects of psychiatric social work in Bangladesh.

□ Books Recommended for Reading:

- 1. Butrym, Zofia (1967) Social Work in Medical Care, Routledge and Kegan Paul, London.
- 2. Clarkson, M.R. Elizabeth (1974) Medical Social Work, Department of Social work, University of Rajshahi.
- 3. Colemen, James (1975). Abnormal Psychology & Modern Life, D.B. Taraporevale Sons Co. Private Ltd, Bomby.
- 4. CSWRC (1969) Medical Social Work in Dhaka City, College of Social Welfare and Research Centre, Dhaka.
- 5. Freeman, Howard E.D. (1963) Handbook of Medical Sociology, Engle-Wood Clifs, Printice Hall, New York.
- 6. Goldstine, Dora (1995). Expanding Horizons in Medical Social Work, The University of Chicago Press, Chicago.
- 7. Goldstine, Dora (1954). Reading in the Theory and Practice of Medical Social Work, The University of Chicago Press, Chicago.
- 8. Stroup, Herbert, Hewitt (1960). Social Work: An introduction to the field, American Book Company, New York.
- 9. Zaman, Sultanna S. (1990). Research on Mental Retardation Bangladesh, Bangladesh Protibondi Foundation.
- ১০. চৌধুরী মো: শাহীদুর রহমান, (২০০৭). চিকিৎসা সমাজকর্ম, সেন্টার ফর সোশিও এনভায়রনমেন্টাল রিসার্চ, হেতেম খাঁ, রাজশাহী।
- ১১. ডা. নবী দেওয়ান ওয়াহিদুন (১৯৮৮). মানসিক ব্যাধি, , ঢাকা।
- ১২. সাইফুদ্দিন কাজী, (১৯৭৭), অস্বভাবী মনোবিজ্ঞান, আজিজিয়া বুক ডিপো, , ঢাকা।
- ১৩. ঘোষ, অরুণ ,(১৯৮৯). অস্বাভাবিক মনোবিজ্ঞান, এডুকেশনাল এন্টারপ্রাইজ, , কলিকাতা।

COURSE NO. SW-508: POPULATION DYNAMICS AND POPULATION PROBLEMS

Marks: 50 Credit: 3

Course Description

This course has been designed to give knowledge of social work to the master students on demographic process and population theories. Therefore, this course is viewed as an instrument for the students to be a skilled social worker.

Course outcome

It is expected that the students will gather appropriate knowledge of a skilled social worker and would be able to design, conduct and evaluate a program through participating in this course. They would also attain required competency for international job market.

Course contents

- 1. Demography: Definition, scope and nature of demography and the necessity of studying demography in Bangladesh; Sources of demographic data.
- 2. Population Composition:
 - a. Biological Characteristics: age composition; sex composition: ethnic composition-race and colour
 - b.Social Characteristics: nativity and ethnicity; education; language; religion, marital status
 - c. Economic Characteristics: economically active population; occupation, income.
- 3. Population Change: Fertility, mortality, and migration; theories of population change; population change in the world and in Bangladesh.
- 4. Fertility: Determinants of fertility; factors affecting fertility; fertility trends in Bangladesh; causes of high fertility in Bangladesh; impact of high fertility on Bangladesh society.
- 5. Mortality, age specific mortality, child mortality: Factors affecting mortality; mortality trends in Bangladesh and its impact on Bangladesh society.
- 6. Migration: Emigration and Immigration; international migration; factors affecting migration; rural-urban migration and its impact on the socioeconomic conditions of Bangladesh.
- 7. Population Theories: Pre-Malthusian theories; Malthusian theory; Socialist theory; demographic transition theory.

- 8. Dimension of Population problems with reference to Bangladesh.
- 9. Nature and scope of population policy. Historical evaluation of population policy in Bangladesh. Instruments of population policy.
- 10. An assessment of goals, strategy and approaches to population control. The Role of Non- Government organizations in population control in Bangladesh.

□ Books Recommended for Reading:

- 1. Akbar and Halim, (1975). Socio economic Factors Affecting Family Size Norms and Fertility Patterns in Bangladesh: University Grants Commission Dhaka.
- 2. Akbar, Md Ali, (1979). Barriers to Population Control in Bangladesh, University Grants Commission, Dhaka.
- 3. Akbar, Md Ali, (1980). A study of the Constraints to service Delivery system in Bangladesh, Department of Social Work Rajshahi University, December,
- 4. National Academy for Sciences (1971). Rapid population Growth: Consequences and policy Implications, The Johns Hopkins University Press, Baltimore Masiland,.
- 5. United Nations, (1972). Measures Policies and Programmes Affecting Fertility with Particular Reference to National Family Planning Programmes ST/ SOA/5/15, New York...
- 6. Bogue, Donald J. (1968). Principles of Demography, John Wiley and Sons: New York.
- 7. Cox, Peter R., (1970). Demography, The Cambridge University Press: London..
- Bhende, Asha A. & Kantikar, T., (1992). Principles of Population Studies, Himalaya Publishing House: Bombay.
- 9. Smith, T. Lynn & Paul E.Z., (1970). Demography: Principles and Methods, F.A. Davis Company: Philadelphia.
- 10. Thomlinson, Ralph, (1976). Population Dynamics, Random House: New York.
- 11. Akbar, A. & Halim, A., Socio-economic Factors Affecting Family Size Norms and Fertility Pattern.

COURSE NO. SW - 509: ENVIRONMENTAL MANAGEMENT

Marks: 50 Credit: 3

Learning Outcomes:

This course is designed to provide an understanding of theoretical aspects of environmental management and global and local environmental challenges. The students would understand how environmental crises impact on human community and how they are managed and analyzed by various stakeholders, approaches and tools. This course would enable the students to identify, describe and interpret environmental risks to make management decisions. The students would also be aware of the future environmental problems and potential mitigation approaches. This course also aims to produce potential human resource to address the environmental challenges in the changing area of environmental management.

Course contents:

- 1. Environmental management: definition, goals, scope, evolution and challenges.
- 2. Environmental crisis: global environmental change (e.g. climate change), pollution (e.g. air, water and sound), and impacts of environmental degradation on human settlement.
- 3. Major approaches to environmental management: problem-solving approach, strategic environmental management approach, political economy approach, human ecology approach.
- 4. Environmental management techniques and tools: Environmental Impact Assessment (EIA).
- 5. Stakeholders' involvement in environmental management: global, regional, and national levels.
- 6. Environmental management plan: concept, guidelines.
- 7. Community-Based Environmental Management (CBEM): concept, aims, strategies, social work practice in CBEM.

☐ Books Recommended for Reading:

1. Barrow, C. J. (1999) Environmental Management: Principles and Practice. Routledge, London.

- 2. Laboy-Nieves EN, Schaffner FC, Abdelhadi A, Goosen MF (eds) (2008) Environmental management, sustainable development and human health. CRC Press, London.
- 3. Madu, C.N. (2007) Environmental planning and management. Imperial College Press, London.
- 4. Ricci, P.F. (2006) Environmental and Health Risk Assessment and Management: Principles and Practices, Springer, Netherlands.
- Sullivan R, Wyndham H, Morrison-Saunders A (2001) Effective Environmental Management: Principles and Case Studies. Allen and Unwin, NSW.
- ৬. ইসলাম, ড. মো: ফখরুল (২০০৫) বাংলাদেশে সমাজকর্ম- শিক্ষা, অনুশীলন ও প্রয়োগ কৌশল; গতিধারা, বাংলাবাজার, ঢাকা ।
- ৭. রহমান, হাবিবুর, ড. দাস, তুলসী; ইসলাম, ড. মো: ফখরুল ও ইসলাম, মো: রেজাউল (অনূদিত) (১৯৯৭) সমাজকর্ম অনুশীলন; গতিধারা, বাংলাবাজার, ঢাকা।
- ৮. ইসলাম, প্রফেসর ড. মো: ফখরুল ও ইসলাম, ড. মো: রেজাউল (২০১১) সমাজকর্ম কৌশল; গতিধারা, বাংলাবাজার, ঢাকা।
- ৯. মনিরুজ্জামান, ড. এফ. এম (২০০০) বিপন্ন পরিবেশ ও বাংলাদেশ, আহমেদ পাবলিশিং, ঢাকা।

COURSE NO. SW- 510: LABOUR WELFARE AND INDUSTRIAL RELATIONS

Marks: 50 Credit: 3

Course Description

This course has been designed to impart knowledge on labour welfare and industrial relations to the students of social work in master level. The course relates to the welfare aspects of industrial workers of Bangladesh vis-a-vis the industrial relations issues as per labour and industrial legislations formulated by the government from time to time.

Course outcome

After completion of this course, students are expected to be capable of handling industrial problems and look after the welfare of workers. It is expected that the students will gather appropriate knowledge of a skilled social worker and after completion, may be able to seek jobs. They would also attain required competency for both home and international job market. Therefore, this course is viewed as an instrument for the students to be a skilled industrial social worker.

Course contents:

1. Concept of labour and labour welfare- components of labour welfare, labour policies of the government of Bangladesh.

- 2. Industrial relation and labour welfare problems created by industrial revolution: its impact on family and society, industrial revolution and labour problems. Importance of industrial relations and good working conditions.
- 3. Industrial disputes: definitions and manifestations; causes of industrial disputes; methods of setting up of industrial disputes; role of CBA in mitigating industrial disputes. Powers and functions of minimum wage board.
- 4. Social security: concept and background of social security; Review of social security measures in Indo-Bangladesh subcontinent types of social security; The Workmen's Compensation Act 1923, The Maternity Benefit Act 1939, The Bengal Tea Maternity Benefit Act 1951. The Provident Fund Act, 1952. The Factories Act 1965. The Benevolent Fund, Group Insurance etc. with special referene to labour code 2006.
- 5. Trade unionism: Definition of trade union and trade unionism; growth of the trade union movement in the west; formation of trade union; registration of trade union; functions of trade union; historical background of trade union movement in Bangladesh; role of trade union in maintaining industrial peace and in boosting up production.
- 6. ILO and labour standards; origin of the ILO; objectives and functions of the ILO; ILO conventions and recommendations; ratification of ILO conventions by the Government of Bangladesh; role of ILO in Bangladesh in the field of safeguarding the rights and interests of the working class.

Books Recommended for Reading:

- 1. Ahmed Kamruddin: Labour Movement in East Pakistan.
- 2. Dair Voder Herbert and G. Heneman: Labour Economics and Industrial Relations.
- 3. David A Morse: Origin and the Evolution of the ILO.
- 4. Eugene V Sehneider: Industrial Sociology.
- 5. Huda: Industrial Guide.
- 6. ILO: Industrial Relations Law
- 7. Robert D Beiter: Labour Economics and Industrial Relations.
- 8. Sidney & Webb: The History of Trade Unionism.
- 9. Smelser: Social Change in the Industrial Revolution.

- 10. V R Sinha: Industrial Labour in India
- 11. Wilensky, Harold I and Lebeaux, Charls N., 1958, Industrial Society and Social Welfare
- 12. Stock Maurice, 1948, The Meaning of Social Security
- 13. Saxena R.C. & Saxena, S.R., 1984, Labour Problems and Social Welfare
- 14. Love Jim, 2000, Strategies for Industrialization: : The case of Bangladesh
- 15. Karasa, H., 1978, Social Security and National Development
- ১৬. রহমান গাজী শামছুর, ১৯৯৭, শ্রম ও শিল্প আইন
- ১৭. আলী মোহাম্মদ, ১৯৮৬, শ্রম কল্যাণ ও শিল্প সম্পর্ক
- ১৮. রহমান গাজী শামছুর. ১৯৮৩. বাংলাদেশের আইনে শিশু প্রসংগ

COURSE NO. SW-511: WOMEN WELFARE AND WOMEN EMANCIPATION

Marks: 50 Credit: 3

Course Description

This course discusses issues related to Women's Welfare and Women's Emancipation in contemporary Bangladesh. The course will enable students to view women's socioeconomic issues from different feminist perspectives.

Course contents:

- 1. Basic concepts: Woman as a gender category biological and cultural features.
- 2. Women in major religions: Islam, Hinduism, Christianity and Buddhism.
- 3. Socioeconomic status of women in Bangladesh: Familial, social, economical, political, and legal statuses; Shifting role and status of women in Bangladesh.
- 4. Patriarchy and gender ideology: meaning of patriarchy, the creation of patriarchy, features of patriarchy; Gender ideology: attitudes toward women.
- 5. Feminism: concept of feminism, types of feminism radical feminism, socialist feminism, liberal feminism, spiritual feminism; Feminist Movement.
- 6. Women Development: Approaches to development welfare approach, efficiency approach, and empowerment approach. Women empowerment: concept and dimensions of empowerment; Women empowerment in Bangladesh.
- 7. Violation of Women's Human Rights: Human rights perspectives to women issues; Private and Public Domains of the Violation of Women's Human

- Rights in Bangladesh; Social conflict and the plight of women war and women with special reference to the Liberation War of Bangladesh in 1971.
- 8. Role and function of Ministry of Women and Children Affairs and NGOs for protection of women from oppression within the family and outside the family

□ Books Recommended for Reading:

- 1. Absar, S. S. (2002). Women Garment Workers in Bangladesh. *Economic and Political Weekly*, 37(29), 3012-3016
- 2. Agarwal, B. (1997). Bargaining and gender relations: Within and beyond the household. *Feminist Economics*, 2(1), 1-50.
- 3. Benería, L., & Feldman, S. (Eds.). (1992). *Unequal Burden: Economic Crisis, Persistent Poverty, Women's Work*. Boulder, Colo: Westview Press.
- 4. Hamid, Shamim (1996). Why women count, University Press Limited: Dhaka
- 5. Kabeer, N. (1999a). The conditions and consequences of choice: reflections on the measurement of women's empowerment. Geneva: UNRISD.
- 6. Kabeer, N. (1999b). Resources, Agency and Achievements: Reflection on the Measurement of Women's Empowerment. *Development and Change*, *30*(3), 435-464.
- 7. Karl, Merille (1995). *Women and empowerment: participation and decision making*, Zed books limited: London
- 8. Mahtab, Nazmunnessa (2007). Women in Bangladesh: From inequality to empowerment, AH Development Publishing House: Dhaka
- 9. Mizan, Ainon Nahar (1994). In quest of empowerment, University Press Limited: Dhaka
- 10. Naz, Farzana (2006). *Pathways to women's empowerment in Bangladesh*, AH Development Publishing House: Dhaka
- 11. Prasad, R.R. amd Sahay, Shushama (2000). *Models fro empowering women in empowerment of women in south Asia* (edited: Sinha, Kalpana), India
- ১২. চৌধুরী, ড. মোঃ শাহীদুর রহমান (২০১৪)। ক্ষুদ্রঋণ ও নারীর ক্ষমতায়ন, এ ইচ ডেভেলপুমেন্ট পাবলিশিং হাউজ, ঢাকা।

COURSE NO. SW- 512: INTERNATIONAL SOCIAL WORK AND GLOBAL DEVELOPMENT

Marks: 50 Credit: 3

Course Description

This course has been designed to give knowledge of social work to the master students on Global Development and International social Work. Therefore, this course is viewed as an instrument for the students to be a skilled social worker.

Course Contents

- 1. International social work practice: social development, sustainable development, globalization and its effects on social work practice.
- 2. Analyze the impact that historical, environmental, cultural, religious political and economic factors have on social welfare policies and the delivery of human services in varied countries.
- 3. Major issues related to international social welfare: poverty, child welfare, population migration, natural disaster, trafficking of women and children, and environmental degradation.
- Organizations in international social work: roles and functions of major international organizations, and international conventions in promoting social welfare and sustainability; international social work profession and code of ethics.
- 5. International collaboration in social work; forms of international collaboration, Issues and examples of international collaboration.
- 6. Globalization of social work education, nature, challenges, examples of global features of social work education particularly in North America and South Asian regions.

□ Books Recommended for Reading:

- 1. Epprecht, Marc (2004). "Work-study abroad courses in international Development Studies: some ethical and pedagogical issues", Canadian Journal of Development Studies, Vol 25, No.4, pp.687-706.
- 2. Sichel, Ben. "I've Come to Help: Can tourism and altruism mix?", Briarpatch magazine, November, 2006. May also be available online:

- 3. Brown, L. (2005. January 22). *Students at home in the world*, Toronto Star, pp. A1, A26.
- 4. Nelles, W. (1999). "Globalization, Sustainable Development and Canada's International Internship Initiative", Canadian Journal of Development Studies, Vol. XX, Special Issue, pp. 799-828.
- 5. Simpson, K. (2004). "Doing Development': the gap year, volunteer-tourists and a popular practice of development". Journal of International Development, Vol. 16, pp. 681-692.
- 6. CASID and NSI (2003). "White Paper" on International Development Studies in Canada, Ottawa: The Canadian Association for the Study of International Development and the North-South Institute, October.

COURSE NO. SW-513: VICTIMOLOGY AND RESTORATIVE JUSTICE

Marks: 50 Credit: 3

Course Description

This course analyzes the major perspectives on victimization. The emphasis is on patterns of victimization, the role of victims in the generation of crime, and the experience of victims in the criminal justice system. Special attention will be devoted to: sources of data - particularly the National Crime Victimization Survey, trends, variations by demography and offense type and ways in which those variations may affect how criminal justice officials respond to particular types of offenders.

Course Goals

The goals of this course are as follows:

- 1. To introduce the student to the field of victimology, to delineate its conceptual boundaries, and to review its development;
- 2. To familiarize with basic concepts, approaches, and literature in the field;
- 3. To examine the theme of victimization from a deeper perspective that transcends considering victimology merely as a sub-discipline of criminology.

4. To develop a deeper understanding of bio-psychosocial, spiritual, economic and medical impacts of victimization, of society's reaction to it, and of current efforts for improvement and reform.

Course Contents

MSS

- 1. Victimology: Definition of the Victim; The Scope of Victimology; Historical Perspectives of Victimology; Dynamics of Victimization; and The Impact of Victimization; Victim Offender Relationship; Theoretical perspective of Victimology and Restorative Justice.
- 2. Analysis of Victimization: Risk Factors and Shared Responsibility; The Victim and the Justice System; Violent Crime and Its Victims; Victimless Crime and Hate Crime (drug abuse, prostitution and suicide etc.).
- 3. Victim Services Branch: Metropolitan Police Department; Investigative Services Bureau; Criminal Investigations Division
- 4. Special Kinds of Victims: Missing Children; Physically & Sexually Abused Children; Violence between Intimates; Sexual Assault Sexual Coercion; Date Rape; the Elderly as Victims of Financial Crimes.
- 5. The Victim and the Justice System: Restitution Civil Court; Proceedings Insurance; Confiscation from Criminals; Legal Claims Examiner Crime; Victims Compensation Program;
- 6. Victim Services: Mediation, VORP More Rights for Victims of Crime; Restorative Justice:

□ Books Recommended for Reading:

- 1. Crime Victims: An Introduction to Victimology by Andrew Karmen. Belmont CA: Wadsworth, 2010 ISBN 978 0 495 59929 6
- 2. William G. Doerner & Steven P. Lab (2012). Victimology (6th Edition). Cincinnati: Elsevier/Anderson Publishing Company.
- 3. Langton, L., Berzofsky, M., Krebs, C., & Smiley-McDonald, H. (2012). Victimizations not reported to the police, 2006–2010. Washington, DC: Bureau of Justice Statistics.
- 4. Baumer, E. P., & Lauritsen, J. L. (2010). Reporting crime to the police, 1973–2005: A multivariate analysis of long-term trends in the National Crime Survey (NCS) and National Crime Victimization Survey (NCVS). Criminology, 48, 131-185.
- 5. Wolitzky-Taylor, K. B., (2011). Is reporting of rape on the rise? A comparison of women with reported versus unreported rape experiences in the National Women's Study-Replication. Journal of Interpersonal Violence, 26, 807-832.

COURSE NO. SW-521: CRIME, CORRECTION AND SOCIAL WORK PRACTICE

Marks: 50 Credit: 3

Course Description

This course has been designed to give knowledge of social work to the master students on crime and society. Therefore, this course is viewed as an instrument for the students to be a skilled social worker.

Course outcome

It is expected that the students will gather appropriate knowledge of a skilled social worker and would be able to design, conduct and evaluate a program through participating in this course. They would also attain required competency for international job market.

- 1. Crime and Criminology: concept—social & legal perspectives; characteristics of crime; crime as a social problem; Sin, crime, and immorality; nature, scope and objectives of criminology.
- 2. Etiology of crime: Different school of criminology—biological, sociological, psychological, economical and geographical aspects of criminal behaviours; Sources of criminal statistics; crime trends in Bangladesh.
- 3. Types of offenders: property offenders, habitual criminal, corruption, Swindling, super crime, organized crime and modern crime; White collar crime and its Characteristics; juvenile delinquency; and Recidivism.
- 4. Society and law: Definition, characteristics, and Social context of criminal law; law enforcement agencies and police, criminal courts, issues in capital punishment.
- Modern Correctional Philosophy: Emergence of the concept of corrections; principles and objectives of corrections; attitude of the society towards the convicts, correction as a social work practice, correctional settings task of social workers.

- 6. Correctional Services: a) Probation; b) Parole; and c) After care services: practice, problems, approach and prospects, Care and protection of the juvenile delinquency.
- 7. Juvenile court: government and non-government efforts in this field.

□ Books Recommended for Reading:

- 1. E H Sutherland (1955): Principles of Criminology, New York; I.B.Lippincott Company, USA.
- 2. Devasia, V.V. and Devasia, Leclasnma, (1992). Crimonology, Victimology and Correction, New Delhi: Ashish Publishing House.
- 3. N.V. Paranjape (1993). Criminology and Penology, Central law publication; Allahabad, Reprinted ed.
- 4. M. Ponnian (2003). Criminology & Penology, Pioneer Books; Allahabad,
- 5. Adler & others (1998). Criminology, The Mcgraw-Hill Company.
- 6. Tappon, P. W. (1960). Crime, Justice and Correction, New York: Mcgraw-Hill Company
- 7. M. Abdul Halim: Children: Role of Voluntary Organizations in the protection of Human Rights at the Grassroots, BSEHR, 1996.
- 8. Siddique, Ahmed, (2005). Criminology Progress & perspectives, S. M. Afzal Qadri (ed), Eastern Book Company, Lucknow, India.
- 9. Walter Code, (1961). The Crime Problem: Paroles and Probation, Appleton Centary Crodts Publishers.
- ১০. খান, বোরহানউদ্দিন, (১৯৯৫), অপরাধবিজ্ঞান পরিচিতি, প্রভাতী প্রকাশনী, ঢাকা।
- ১১. মোহাম্মদ, ড. সাদেক, (১৯৮৯), অপরাধ ও সংশোধন, রাজশাহী।
- ১২. সরকার, আব্দুল হাকিম, (২০০৫), অপরাধ বিজ্ঞান তত্ত্ব ও বিশ্লেষণ, কল্লোল প্রকাশনী, ঢাকা।
- ১৩. রহমান, গাজী শামছুর, (১৯৮১), অপরাধবিদ্যা, পল্লব পাবলিশার্স; ঢাকা ।

COURSE NO. SW-522: SOCIAL WORK AND URBAN RESOURCES MANAGEMENT

Marks: 50 Credit: 3

Course Description

Community development is a very important method of professional Social Work. Social workers try to solve various types of problems faced by the community people of a country. In the urban area it attends special care. So a course introduced for the students of Masters level of Social Work which interplay of various forces in affecting community development the context of rapid growth of

urbanization in Bangladesh.

Objectives

- 1. To provide knowledge about the theories of urban growth.
- 2. To provide knowledge about the causes and effects of rapid urbanization.
- 3. To provide information about the responsibilities of different organization to ensure urban facilities to the urban people.
- 4. To evaluate the programmes run by the government of Bangladesh for to meet up the basic needs of the vulnerable groups in the urban areas.

- 1. Characteristics of an urban community; feature of urbanism and urban hierarcy.
- 2. Theories related to urban growth: Barges theory of concentric circle, Hoyt's sector theory, Cooley's theory of transportation, multiple nuclei theory.
- Growth and trend of urbanization in Bangladesh, rural to urban migration, relationship of urban settlement centres with their rural hinterlands, impact of urbanization on rural and urban communities.
- 4. Problems of urbanization, growth of sums and its impact on community services and facilities, steps in dealing with rapid growth of slums.
- 5. Urban ecology, urbanization and environment, ecological impact of urbanization, causes of urban environmental pollutions.
- 6. Characteristics and problems of immigrants, impact of rural to urban migration on delivery of social services in the urban areas, problems faced by the urban poor.
- 7. Social policy and strategy of urban development; Urban community planning and its steps in community planning, community survey; community self survey, participatory approach to community planning.
- 8. Role of municipalities & town development authorities in planning urban services; Settlements planning in national development policy.
- 9. Urban Social Services (USS) programmes: Methods and approaches; historical perspective. Administrative and organization structure of Urban Social Services programme; Role of USS in meeting basic need of urban poor and valuation of USS programmes.

□ Books Recommended for Reading:

- 1. UN (1962). Urban Development Policy and Planning, Geneva.
- 2. UN (1962). Training for Community Development, United Nations, Geneva.
- 3. Breeze, Gerald: Urbanization in Newly Developing Countries.
- 4. Chawdhury Rafiqul Huda: Urbanization in Bangladesh.
- 5. Islam, Nuzrul, (1996). Dhaka: From City to Mega-city, USP, Dhaka.
- 6. Islam, Nuzrul and Aslam, Rosie Maazid: Urban Bangladesh.
- 7. Islam, Nuzrul: Human Settlement and Urban Development in Bangladesh.
- 8. Islam, Nuzrul (ed.): The Urban Poor in Bangladesh.
- 9. Islam, Nuzrul & Khan, Mohabbat, (ed.), (1997). Urban Governance in Bangladesh and Pakistan, CUS, Dhaka.
- 10. Islam, Nuzrul, (ed.) (1994). Urban Research in Bangladesh, CUS, Dhaka,.
- 11. Ahmed, Sahera: Urban Community Development in Bangladesh.
- 12. Rahman, Md. Habibur: Evaluation of Urban Community Development Programme in Bangladesh.
- ১৩. মোহাম্মদ সাদেক ও আব্দুল হামিদ: বাংলাদেশের সমষ্টি উন্নয়ন ও পলী পুর্নগঠন
- ১৪. ইসলাম, নজরুল ও বাকী, মো. আব্দুল, (১৯৯২). নগরায়নে বাংলাদেশ, ঢাকা.
- ১৫. রহমান, প্রফেসর আব্দুর, (২০০৬). নগর পরিচিতি ও নগর পরিকল্পনা, আলীগড় লাইব্রেরী, রাজশাহী ।
- ১৬. মারুফা, কাজী, (২০০৪). নগর ভূগোল ও নগর পরিকল্পনা, সুজনেষু প্রকাশনী, ঢাকা।
- ১৭. মজুমদার, প্রতিমা পাল, (১৯৯২). নগর দারিদ্য: সমস্যা, প্রকৃতি ও ব্যাপকতা, অরণী প্রকাশনা, ঢাকা।

COURSE NO. SW - 523: SOCIAL WORK WITH FAMILY AND CHILDREN

Marks: 50 Credit: 3

Course Description

This course has been designed to give knowledge of social work to the master students on family & child welfare. Therefore, this course is viewed as an instrument for the students to be a skilled social worker.

Course outcome

It is expected that the students will gather appropriate knowledge of a skilled social worker and would be able to design, conduct and evaluate a program through participating in this course. They would also attain required competency for international job market.

Course contents:

- 1. Child: Definition, Basic needs & principles, specific needs of child development, socialization of the child & its importance, problems of children, child abuse & neglect.
- 2. Children's rights: U.N. Declaration of Children's Rights, National child policy, Birth Registration.
- 3. Child Welfare Services: Definition, objectives, importance, child welfare services in Bangladesh, Legislations relevant to child welfare in Bangladesh, Role of Social Worker in the field of child welfare.
- 4. Family Welfare Services: functions, basic & specific needs of family, problems of family/ family disorganization.
- 5. Family Welfare: Definition, objectives, importance, family welfare services in Bangladesh, Legislations relevant to family welfare in Bangladesh, Role of Social Worker in the field of family welfare.
- 6. The child within and outside his own family, Institutions as total & partial substitute of family

☐ Books Recommended for Reading:

- 1. Lerner, Daniel : The Passing of Traditional Society
- 2. Walson, Robert: The Psychology of Child Development
- 3. Harper and Row: Sociology of Child Development
- 4. Harper and Row: Psychology of Adolescent development
- 5. Akbar, Dr. Md. Ali. (1968). Elements of Social Welfare, Published by M.A. Malek, Dacca.
- 6. Stroup, Herbert. H. (1960). Social Work An Introduction to the Field, American Book Company, New York.
- 7. Young, Pat. (1995). Mastering Social Welfare. Macmillan Press Ltd., London.
- 8. Petr, Christopher, G. (1998). *Social Work with Children and Their Families*. Oxford University Press, New York
- 9. Fredericksen, H. (1957). *The Child and His Welfare*, W.H. Freeman and Company, London.
- 10. Laird, J., & Hartman, A. (1985). *A handbook of child welfare: Context, knowledge, and practice.* Simon and Schuster.
- 11. Planning Commission. *The five year plans*, Ministry of Planning, The Govt. of the Peoples' Republic of Bangladesh, Dhaka.
- 12. Islam, Muhammad Shariful. (2015). Destitute Children in Bangladesh: Institutional Provisions for their Welfare, Osder Publications, Dhaka.

- 13. Laird, J., & Hartman, A. (1985). A handbook of child welfare: Context, knowledge, and practice. Simon and Schuster.
- 14. Constable, R. T., & Lee, D. B. (2004). *Social work with families: Content and process*. Lyceum Books, USA.
- 15. Van Hook, M. P. (2014). Social Work Practice with Families: A Resilliancy-based Approach. Lyceum Books, USA.
- 16. O'Loughlin, M., & O'Loughlin, S. (2016). *Social work with children and families*. Learning Matters.

Course No. SW- 524: Youth Welfare

Marks: 50 Credit: 3

Course Description

This course has been designed to give knowledge of social work to the master students on Youth Welfare. Therefore, this course is viewed as an instrument for the students to be a skilled social worker.

Course contents:

- 1. Concept of youth and youth welfare; importance of youth welfare services; situation of youth in Bangladesh; needs and problems of the youth in Bangladesh.
- 2. Origin and development of youth services in Bangladesh.
- 3. National policy with regard to the youth; budget allocation during the different plan periods.
- 4. Services available for the youths in Bangladesh Services rendered through the Department of Social Services Social Development centres, Youth hostel, National youth services, Population activities for the out of school youth, socio-economic programme for the youth, probation services, remand home, Juvenile court, and other services.
- 5. Services available for the youth through the Youth Development Dept. Administrative set up of the Youth Development Dept. Services rendered by voluntary agencies (national and international) for the youth.
- 6. Coordination of the youth services at different levels.

Books Recommended for Reading:

1. N I Khan, Social Welfare Services in Bangladesh

- 2. ইসলাম ,আ.স,ম, নূরুল, ও মো. হাবিবুর রহমান, সমাজ কল্যাণ নীতি ও কর্মসূচী
- 3. Khan, Human Growth and Development of Personality
- 4. Erichsson, Childhood and Society.
- 5. Coleman, Abnormal Psychology and Modern Life.
- 6. H B Trecker, Social Group Work Principles & Practice
- 7. Normal F Mumme, Social Group Work- A Helping Process
- 8. Gisle Konopka, Social Group Work A Helping Process
- 9. Shelly, Mizanur (ed), Youth Power
- 10. GOB, First Five-year. Two year and Second Five-year Plans.
- 11. Sadeq, Mohmmad, A Study on educated Rural Youth
- 12. N I Khan, Manual of Operations Population Activities for Out of School Project.
- 13. Rahman & Ahmed, A National Case Study on the Development for Out of School Population Education Programme in Bangladesh.
- 14. সমাজ কল্যাণ বিভাগ, বাংলাদেশ সরকার, জাতীয় সমাজ কল্যাণ সেমিনার ১ম, ২য় ও ৩য়

COURSE NO. SW- 525: RURAL DEVELOPMENT: PAST EFFORTS AND CONTEMPORARY TRENDS

Marks: 50 Credit: 3

Course Description

This course has been designed to give knowledge of social work to the master students on rural development. Therefore, this course is viewed as an instrument for the students to be a skilled social worker.

Course outcome

It is expected that the students will gather appropriate knowledge of a skilled social worker and would be able to design, conduct and evaluate a program through participating in this course. They would also attain required competency for international job market.

Course Contents:

1. Basic idea and concept of rural development: Nature, scope and importance of rural development, theories related to rural development. Dependency theory and modernization theory.

- 2. Rural development and other related aspects: Community development, rural modernization, changing pattern of community power structure and local self-government.
- 3. Past efforts and contemporary trends in rural development in Bangladesh: Rural development during British Period; Village Agricultural and Industrial Development Programme (VAID); green revolution; and rural works programme, a critical assessment of the past attempts at rural development.
- 4. Contemporary approaches to rural development: Comilla Approach and Bangladesh Rural Development Board (BRDB), Rural development policy of Bangdesh.
- 5. Poverty reduction programmes of the major government and non-government organizations: Rural Social Services Programmes; Agriculture Extension, Grameen Bank and other rural development programmes launched at the statutory level; Non-governmental organizations (NGOs) and rural development programmes.
- 6. Issues pertinent to rural development in Bangladesh: Administrative decentralization; Skills and training required for rural development activities; rural development for equity and social justice.
- 7. Lessons of rural development from other developing countries, namely China and India.

☐ Books Recommended for Reading:

- 1. Anker, Desmond L W, Rural development: Problems and strategies, International Labour Review (1973) 108: 561-84.
- 2. Bratbanti Relph, (1996). Research on the Bureaucracy of Pakistan. Dutham; Duke University Press, Chapter 3 Section Rural Development pp 199-212.
- 3. Lee Eddy, Changing Approaches to Rural Development: International Labour Review. (1980) 119-, 99--114.
- 4. Lowdemilk , Max and W, Towards a Participatory Strategy for Integrated RuralDevelopment
- 5. W Robert Laitec, (1981). Development: Rural Sociology
- 6. Lele, Uma, (1975). The Design of Rural Development, Lesson from Africa, London The Jon Hopkins University Press.
- 7. Mezirow Jack D, (1963). Dynamics of Community Development New York: Scare Crow Press.

- 8. Mosher, Arthur T, (1976). Thinking about Rural Development New York: Agricultural Development Council, Inc.
- 9. Raper, Arthur F, (1970). Rural Development in Action The Compressive Experiment at Comilla, East Pakistan, Ithaca: Corneal University Press,.
- 10. Sobhan, Rehman, (1968). Basic Democracies. Food for Works Programme and Rural Development in East Pakistan, Dhaka: Oxford, University Press.
- 11. Tour Report of the BARD Team, Rural Development in China Comilla : Bangladesh Academy
- 12. World Bank, (1975). Rural Development: Sector Policy paper,
- 13. Khan, Mohammed et al (1981). Rural Development of Bangladesh: Trends and Issues, Center for Administrative Studies, University of Dacca.
- 14. Dixon, Chris, (1993). Rural Development in the Third World, , Routledge, New Fatter Lane, London.
- 15. Hye, Hasnat Abdul, (1984). Integrated Approaches to Rural Development, , University Press Limited, Dhaka.
- ১৬. হোসেন, মাহবুব, (১৯৮৬) । বাংলাদেশে পল-ী উন্নয়ন সমস্যা ও সম্ভাবনা, ইউনির্ভাসিটি প্রেস, ঢাকা।
- ১৭. সাদেক, মোহাম্মদ ও আবদুল হালিম, (১৯৮৬) । বাংলাদেশের সমষ্টি উন্নয়ন ও পল-ী পূর্নগঠন,বাংলা একাডেমী, ঢাকা ।
- ১৮. আরেফিন ড. মো: ছাদেকল . ক্ষমতায়ন ও গ্রামীন দরিদ্র জনগোষ্ঠী . ঢাকা এ এই ডি পি এইচ.

COURSE NO. SW- 526: GERIATRIC WELFARE

Marks: 50 Credit: 3

Course Description

This course has been designed to give knowledge of social work to the master students on Geriatric Welfare. Therefore, this course is viewed as an instrument for the students to be a skilled social worker.

- 1. Concept of gerontology biological, medical, psychological and social aspects of aging.
- 2. Theories on aging and application in developing countries.
- 3. Population structure of Bangladesh; Old age demography.
- 4. Old age as a social problem; status of the senior citizens.

- 5. Health and psychological problems; bio-psycho social and spiritual disorder; medical needs in old age; Welfare goal for older population; Old age and leisure.
- 6. Social security for the older population; retirement pension & other economic facilities for older population; economic security for older population in rural areas.
- 7. Welfare services for the older population.

8. Aging and culture of sharing of the individual, family and responsibility to take of the aged community levels.

□ Books Recommended for Reading:

- 1. Atchley, R.C. (1997). Social forces and Aging: An introduction to social gerontology. New York: Wads worth publishing co.
- 2. Barrow, Georia. M. and et al. (1979). Aging, Ageism and Society. New York West publishing co.
- 3. Deeker, David L. (1980). Social Gerontology: An Introduction to the Dynamics of aging, Little, Brown and Company. Boston, USA.
- 4. Kart, Gary. S. (1981). The Realities of Aging: An introduction to Gerontology. Boston: Allyn and Bacon, Inc.
- 5. Kasthoori, R. (1996). The problems of the aged: A sociological study, Uppal publishing house, New Delhi.
- ৬. রহমান, মুহাম্মদ হাবিবুর, (২০০২), সামাজিক জরাবিজ্ঞানের ভূমিকাঃ বার্ধক্যের সমাজতত্ত্ব, আশরাফিয়া বইঘর, ঢাকা।
- ৭. রায়, শর্মিষ্ঠা, (২০০৭)। বার্ধ্যকায়নের তত্ত্ব মালা, মা মুদ্রন, ঢাকা।
- ৮. রায়, শর্মিষ্ঠা, (২০০২)। বয়োবৃদ্ধদের মনোস্তাত্ত্বিক সমস্যার কতিপয় দিক এবং উত্তরণের উপায়, সামাজিক বিজ্ঞান জার্নাল, ৭ম সংখ্যা, সামাজিক বিজ্ঞান অনুষদ, রাজশাহী বিশ্ববিদ্যালয়।

COURSE NO. SW- 527: WELFARE FOR THE DISABLED

Marks: 50 Credit: 3

Course Description

This course contains an in depth study on disability related issues, special preference on the disability related diseases. This course also provides an insight into the role and skills of an efficient social worker.

Objectives:

- To develop an understanding of the concept, types, causes of disability.
- To develop the awareness on the issues of disability related diseases.
- To provide the government and non-government initiatives to deal with the PWDs.
- To enhance the attitudes and skills as a social worker to deal with the vulnerable people.

Course contents:

- 1. Disability: definition, types and models of disability.
- 2. Causes and consequences of disability Problems faced by the disabled. Attitudes of community people towards the disabled.
- 3. Diseases related to disability: Autism, Down's syndrome, Cerebral Palsy, Mental Retardation, Epilepsy, Clubfoot, Goiter etc.
- 4. Legislative measures for the disabled: Rights of the disabled; National Policy for the disabled-1997, Disabled People's Right and Protection Act-2013.
- 5. Services for the disabled: Government and Non-Government services.
- 6. Rehabilitation for the disabled: Concept and importance of rehabilitation. Process of rehabilitation. Institution and Community based rehabilitation.
- 7. Application of the social work methods and techniques to deal with the disabled.

Books Recommended for Reading:

- 1. Mia, Islam and Alauddin (ed): Report of the First National Workshop of the Disabled in Bangladesh and Utilization of Their Potential, Directorate of Social welfare, Government of Bangladesh, Dhaka September, 1970
- 2. Handbook on Community Awareness Programmes Considering Disability, United Nation, New York, 1989.
- 3. Shahidul Haque & Shahnaz Begum: Felling SARPV- Bangladesh, 1997.
- 4. The Disabled Child: A New Approach to Prevention and Rehabilitation, UNICEF: 53/54: Spring, 1981.

SYLLABUS

- 5. Sultana S. Zaman (ed.), (1994) Scientific Studies on Development Disabilities in Bangladesh, Dhaka.
- 6. নন্দ, বিষ্ণুপদ (১৯৯৬), মানসিত প্রতিবন্ধিতা, শিক্ষা ও গবেষণা ইন্সটিটিউট, ঢাকা বিশ্ববিদ্যালয়।

COURSE NO. SW- 528: CLINICAL SOCIAL WORK

Marks: 50 Credit: 3

Course Description and Goals

Clinical social workers are private practitioners who are normally employed in agencies, clinics and institutions. They provide individuals, groups and families with mental health treatment. The course focuses on teaching clinical skills and broadening clinical experience. This course program includes concepts that bridge the gap between academic studies and the treatment of actual patients preparing for a career as an independent practitioner. Students learn a variety of theoretical frameworks in clinical social work and acquire skills on the use of clinical technologies and developing constructive relationships with patients.

Course Contents:

Students enrolled in this course take studies related to research, behavioural science, social science and cultural diversity. Specific course topics include:

- 1. Behaviour in the social environment
- Organization and community behaviour
- 3. Policies in social work
- 4. Human diversity
- 5. Economic and social justice
- 6. Clinical practice
- 7. Social work psychopathology
- 8. Anxiety disorders
- 9. Couples counselling
- 10. Feminist perspectives on clinical practice
- 11. Grief counselling
- 12. Mental disorders

□ Books Recommended:

1. Jerrold R. Brandell: Theory and Practice in Clinical Social Work

- 2. Marlene Cooper: Clinical Social Work Practice: An Integrated Approach
- 3. Anita Lightburn (Ed.): Handbook of Community-Based Clinical Practice
- 4. Judith A. Cohen: Treating Trauma and Traumatic Grief in Children and **Adolescents**
- 5. Diana Fosha (Ed.): The Healing Power of Emotion: Affective Neuroscience, Development & Clinical Practice

COURSE NO. SW 529: DOMESTIC VIOLENCE: THEORY AND INTERVENTION

Marks: 50 Credit: 3

Course description

SYLLABUS

Domestic violence is a serious human problem globally. It can occur in any family setting at any time. Most domestic violence victims are women and children but many are also men. Given the high prevalence of domestic violence against women in Bangladesh and the serious risks to physical and emotional health associated with it, all social workers and human service practitioners should have a basic level of scientific understanding in this area. This course will provide students an in-depth knowledge and understanding of the complex dynamics of domestic violence against women. This course will also help the students who aim to work with service users/clients or staffs who are experiencing or who have experienced domestic violence.

Learning Outcomes

By successful completion of the course, students are expected:

- to be familiar with the concept of domestic violence as a human rights issue:
- to understand and critically examine the theoretical perspectives of domestic violence:
- to examine the impacts of domestic abuse on women and children; and
- to describe the methods for helping domestic violence survivors.

- 1. Conceptualizing domestic violence: definition, types of domestic violence; perpetrators and victims of domestic violence – male, female and children.
- 2. Theoretical perspectives of domestic violence: resource theories, imbalance theory, social learning theory, exchange theory, stress and coping theory, patriarchy theory, ecological theory.
- 3. Factors associated with domestic violence against women in Bangladesh.

- 4. Impacts of domestic violence: socioeconomic costs and health implications of domestic violence; why do domestic violence victims stay with their abusers?
- 5. Helping domestic violence victims: legal issues domestic violence laws in Bangladesh, role of police and courts; handling divorce and custody issues; safety measures and escape plans.
- 6. Curative measures: techniques of helping domestic violence survivors couple counselling, counselling for the abused, and counselling for the abuser.
- 7. Prevention of domestic violence: social work techniques for educating the next generation, premarital counselling, and changing society's views.

Recommended Readings:

- 1. Abrahams, Hilary (2007). Supporting Women after Domestic Violence: Loss, *Trauma and Recovery.* London: Jessica Kingsley Publishers.
- 2. Anderson, K. L. (1997). Gender, Status, and Domestic Violence: An Integration of Feminist and Family Violence Approaches. Journal of *Marriage and the Family, 59*(3), 655-669.
- 3. Bhuiya, A. U., Sharmin, T., & Hanifi, S. M. A. (2003). Nature of Domestic Violence against Women in a Rural Area of Bangladesh: Implication for Preventive Interventions. Journal of Health, Population and Nutrition, 21(1), 48 - 54.
- 4. García-Moreno, C., Jansen, H. A. F. M., Ellsberg, M., Heise, L., & Watts, C. (2005). WHO Multi-country Study on Women's Health and Domestic Violence against Women: Initial results on prevalence, health outcomes and women's responses. Geneva: World Health Organization.
- 5. Gelles, R. J. (1980). Violence in the Family: A Review of Research in the Seventies. *Journal of Marriage and the Family*, 42(4), 873-885.
- 6. Goode, W. J. (1971). Force and Violence in the Family. *Journal of Marriage* and the Family, 33(4), 624-636.
- 7. Harne, Lynne & Radford, Jill (2008). Tackling Domestic Violence: Theories, policies and practice, England: Open University Press.
- 8. Johnson, Michael P. (2006). Conflict and Control Gender Symmetry and Asymmetry in Domestic Violence, Violence Against Women, 12(11): 1003-1018.
- 9. McClennen, Joan C. (2010). Social work and family violence: theories, assessment, and intervention, New York, NY: Springer Publishing Company.

10. Heise LL (1998). Violence against Women: An Integrated Ecological Framework, *Violence Against Women*, Vol. 4, No. 3, 262-290

COURSE NO. SW- 530: COUNSELLING AND SOCIAL WORK

Marks: 50 Credit: 3

Objectives—

- 1. To inculcate helping and guidance skills among the trainees
- 2. To introduce the trainees to various settings requiring guidance and counselling skills
- 3. To introduce them to career information in counselling

- 1. Guidance and Counselling: Meaning, Principles, goals, purpose and functions; Misconceptions about counselling.
- 2. Counselling Process and stages: DASIE model and 3-stage model of counselling process; Stages in counselling. Skills applied by counsellor: Skills required for counselling; Counsellor's problem solving skills.
- 3. Counselling strategies and techniques: Initiating contact, intake rapport, establishing structural interaction, attending behaviour, observation, responding, rating and its interpretation; Different counselling therapies as counselling techniques.
- 4. Theoretical approaches in counselling: Major theories of counselling: Personcentred, Gestalt, Psychoanalytic, Cognitive and Behavioural counselling, Humanistic and existential approach of counselling.
- 5. Adapting the counselling process to different categories of clients: Working with children, family, and aged; School and college counselling; Working with couples; Parenthood counselling; Workplace counselling; Health-care counselling; Career counselling; Counselling for the addicts.
- 6. Counselling and Social Work: Counselling as a helping profession; Importance of counselling in social work practice; Counselling skills and social work: a relationship

Recommended Readings:

- 1. Boy A. V. and Pine G. J (1968). The Counsellor in the Schools: A Reconceptualization. Houghton Mifflin Company, New York.
- 2. Craig Y. J. (Eds) (1998). Advocacy, Counselling and Meditation in Casework. Jessica Kingsley Publishers, London and Philadelphia.
- 3. Doyle, R. E. (1992). Essential Skills and Stretegies in the Helping Process, Brooks/Cole Publishing Company, California.
- 4. Fonseca M. Counselling For Marital Happiness. Manaktalas: Bombay.
- 5. Gibson, L.R. & Mitchell H. M. (2003). Introduction to Counselling and Guidance. Pearson Prentice Hall, New York.
- 6. Gomberg M. R. and Levinson F. T. eds. (1951). Diognosis and Process in Family Counselling: Evolving Concepts through Practice. Family Service Association of America, New York.
- 7. Jaques, V. (2001). Manual for Counselors Addressing Street Children's Problems in Bangladesh, ARISE-BGD/97/028, Ministry of Social Welfare, GOB, Dhaka.
- 8. Mishra, R.C. (2004). Guidance and Counselling, Vol. I & II, A P H Publishing Corporation, New Delhi.
- 9. Patterson L.E. & Welfel E. R. (2004). The Counseling Process, (5th Edition), Wardsworth Books, United States and United Kingdom.
- 10. Sharma R. N. & Sharma R. (2004). Guidance and Counseling in India, Atlantic Publishers and Distributors, New Delhi.
- 11. Shefor, B.W., Horejsi, C.R. & Horejsi, G.A. (2000). Techniques and Guidelines for Social Work Practice, Allyn and Bacon, Boston.
- 12. Sister Mary Vishala, SND. (2006). Guidance and Counselling for Teachers, Parents and Students, S. Chand & Company LTD, New Delhi.

COURSE NO. SW- 531: HUMAN RESOURCES MANAGEMENT

Marks: 50 Credit: 3

Course Description

This course is an attempt to provide an opportunity for the students to understand the concept of supervision, Personnel management and financial arrangement of an organization. It will also discuss the human resource development procedure in terms of employee training, motivation and process fund raising and financial transparency. Therefore this course is viewed a tool of running/operating an organization.

- To familiarise with the meaning, basic concepts and principles of management
- To understand the meaning, origin and development of people management and its continuing growth
- To focus on ways to enhance organizational effectiveness through people
- To facilitate an understanding of the concept, methods and strategies for HRD
- To apply the knowledge and skills of people management in a variety of situations
- To understand the meaning, need and importance of helping profession and utilization of HRM knowledge in Social Work and other helping professions.

Course outcome

After completing this course the student will be able to understand how to operate personnel administration, how to oversee the function of a subordinate and how to maintain financial transparency. Finally he/she will be able to run an organization in a proper/good manner.

- 1. Human Resource Management: concept, definition, scope and purpose: Human Resource Management as a strategic function.
- Personnel management: selection and training of personnel; job description and job analysis; job satisfaction, motivation and moral of employees promotion; demotion and retirement; salary and fringe benefits; provident fund; benevolent fund; group insurance; employee-management relationship.
- 3. The concept of strategic HRM; The Process of strategic HRM; Strategic management models-contributions of Mintzberg, Johnson etc.; Human resource environment and emerging trends (outsourcing, Mergers and acquisition); Competencies of HR professionals in a SHRM scenario.

- 4. Concept, scope, evolution and challenges of employee relations; employee relations and modern management theories and practices; Concept and need for employee engagement.
- 5. Communication: process, principles, barriers and gateways; theories of interpersonal communication (Johari window, Transactional Analysis etc.)
- 6. Performance Management: Definition, emergence, types ad models; performance management cycle.
- 7. Conflict: concept and sources; Levels of conflict individual, inter and intragroup; conflict prevention and management; negotiation and mediation for conflict resolution.
- 8. Managing human resource in 21st century; challenges for HRM; changing roles of HR practitioners.
- 9. Complementarily between social work and human resource management.

□ Books Recommended for Reading:

- 1. Lewis, J. A. and Lewis, M. D. (1991), Management of Human Service Programs. Pacific Grove, California: Brooks-Cole Publishers.
- 2. Goldhaber, G. M. (1993), Organizational Communications. Madison, Wisconsin: Brown and Benchmark Publishers.
- 3. Pricilla M Young, The Student and Supervision in Social Work Education

COURSE NO. SW- 532: QUALITATIVE RESEARCH IN SOCIAL WORK

Marks: 50 Credit: 3

Course Description and Goals

This course provides an overview of the research questions and designs in Social Work that are appropriately addressed using qualitative methods. The course will focus on developing a theoretical understanding of qualitative research and methodology, and on designing a qualitative research study. It will also provide the opportunity to apply this understanding through the implementation of the proposed study. Course Goals:

- Familiarize students with a variety of approaches to qualitative inquiry;
- Identify sources of qualitative research ideas and questions in social work policy and practice;
- Develop skills in examining critical issues and ethics in qualitative research processes;
- Strengthen ability to critically read, write and evaluate qualitative research reports.

Course Contents:

- 1. Qualitative research: definition, purpose, characteristics and nature; The quantitative-qualitative division of research approaches.
- 2. Philosophical underpinnings (paradigms) in qualitative research: positivism, social constructionism, symbolic interactionism, and pragmatism.
- 3. Qualitative research process: research problems; research questions; process of designing qualitative research; general structure of qualitative research proposal.
- 4. Selection of qualitative approaches/designs: narrative research, phenomenological approach, grounded theory approach, ethnographic approach, and case study.
- 5. Methods of qualitative data collection: interviews, observations, documents, and audiovisual records; recording procedures, field issues, and storing data.
- 6. Sampling approaches: purposeful sampling and theoretical sampling techniques in qualitative research; emergent sampling design in qualitative research.
- 7. Data analysis: six steps in analyzing qualitative data organizing the data, exploration and coding, theme building, reporting, interpreting, and validating; methods of data analysis narrative analysis, content analysis, grounded theory.
- 8. Standards and research quality: validity and reliability trustworthiness, credibility, transferability and reflexivity issues in qualitative research.
- 9. Ethical issues: codes and ethics of qualitative research; ethics related to data collection, data analysis, and publishing research findings; research and human rights.

□ Books Recommended:

1. Creswell, J. (2007). *Qualitative Inquiry and Research Design. Choosing Among Five Approaches.* (2nd ed.). Thousand Oaks: Sage Publications.

- 2. Creswell, John W. (2009). Research Design: Qualitative, Quantitative and Mixed Method Approaches, Thousand Oaks: SAGE Publications. Third Edition
- 3. Creswell, John W. (2012). Educational research: planning, conducting, and evaluating quantitative and qualitative research, Boston, MA: Pearson Education, Inc.
- 4. Maxwell, J.A. (2005). *Qualitative Research Design: An Interactive Approach*. (2nd ed.). Thousand Oaks: SAGE Publications. Second Edition
- 5. Patton, M. Q. (2002). Qualitative Research & Evaluation Methods, Thousand Oaks: SAGE Publications. Third Edition
- 6. Ritchie, J. and Lewis, J. (eds.) (2003). Qualitative Research Practice: A Guide for Social Science Students and Researchers, Thousand Oaks: SAGE Publications.
- 7. Willing, C. (2008). Introducing Qualitative Research in Psychology: Adventures in Theory and Method, McGraw-Hill: Open University Press.