Course related to Professional Ethics and Human Values

Sem	Course Code	SOCIAL WELFARE ADMINISTRATION	Total Marks:100		Hours Per Week	Credits
II	21PBCCT202		CIA : 50	ESE : 50	4	4

Course Objectives:

- The students gain knowledge about social welfare policies of the government
- To acquire the skill of establishing a service organisation
- To obtain information about the project proposals

Course Outcomes (CO): On completion of the course, students should be able to

CO1	Gain knowledge about the importance and scope of social welfare administration.	
CO2	Enrich knowledge about the role of voluntary organisations in social welfare administration	
CO3	Learn the procedures to register an organization	K1 TO K5
CO4	Acquire knowledge about the social policy	
CO5	Know the concept of project management	

K1:Recall; K2:Understand; K3:Apply; K4:Analyze; K5:Evaluate; K6:Create

Unit–I:	Introduction

Social Welfare Administration: Concept, Importance, Nature and Scope; History of Social Welfare Administration in India; Functions, Need and Principles, Skills needed in Social Welfare Administration; Purpose and Problems of Social Welfare Administration.
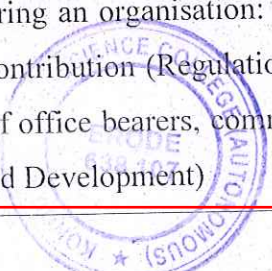
Unit–II:	Structure and Schemes of Social Welfare Administration

Social Welfare Administration Structure: Central level, State level and District level; Role of National and International Voluntary Organizations in Social Welfare Administration; Central and State Government Schemes of Social Welfare Administration: Health, Family, Women, Children, Youth, Aged, Backward Class, Minorities and Persons with Disabilities.

Unit–III:	Regulations and Acts

Procedures in registering an organisation: Societies Registration Act 1860; Tamilnadu Societies Registration Act 1975; Foreign Contribution (Regulation) Act 2010; Indian Trust Act 1882; Companies Act 1956; Duties and responsibilities of office bearers, committees and governing board; NIPCCD (National Institute of Public Cooperation and Child Development)

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Unit–IV :	Social Policy
Social Policy: Introduction, Importance and Scope, Sources and instruments; Social policies in India-Education, Housing, Environment, Social security and Employment; Indian Constitution: Fundamental Rights and Directive Principles of State Policy; Concept of Welfare state.	

Unit–V:	Project Proposals and Project Management
Formulation of Project Proposals: Need assessment, Guidelines and Techniques; Project Management: Component, skills, process, techniques and methodology; Administrative skills – Writing reports, letters and minutes of meetings.	

SKILL DEVELOPMENT ACTIVITIES:

1. List out the qualities of Social Welfare Officer
2. Collect a case history related to welfare Acts
3. Conduct a mini project regarding schemes of social welfare

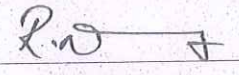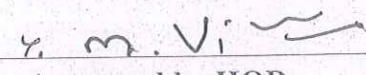|	TEXT BOOKS
1	Christopher A.J Thomas William A, 2012, Community Organisation and Social action, Himalaya Publishing House.
2	Judith A Lewis, 2012, Community counseling, Cengage Learning.

	REFERENCEBOOKS
1	ThakurL.K, 2014, Social Work and Community Development, JnanadaPrakashan, Arunachal Pradesh.
2	KulkarniV.V, Social work and community organization, 2014,Current Publication Agra.

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QUESTION PAPER PATTERN

Time: 3 hours		Max. Marks: 50
SECTION-A(10 X 1 = 10 Marks) Answer ALL the questions Choose the correct answer	SECTION-B (5 X 3 = 15 Marks) Answer ALL the questions Either or type Two questions from each unit	SECTION-C (5 X 5 = 25 Marks) Answer ALL questions Question Number: 16 to 19 (Either or type) Question Number 20 is Compulsory-Case Study

Course Designed by	Verified by	Approved by HOD
Ms.S.Jeevasri Ms.R.Vanathi	Mr.R.Nallappan	Dr.M.Viswanathan

Mapping of COs with POs and PSOs:

PO/PSO CO	PO							PSO				
	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	M	S	M	S	M	S	S	S	S	M	S
CO2	S	S	S	S	S	S	S	S	M	S	S	S
CO3	M	S	M	M	S	M	S	S	S	M	S	S
CO4	S	S	S	M	S	S	S	S	S	S	S	S
CO5	S	M	S	S	S	M	S	S	M	S	S	S

S-Strong, M-Medium, L-Low

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