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MAHATMA GANDHI UNIVERSITY

PRIYADARSHINI HILLS, KOTTAYAM - 686 560

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**RESTRUCTURED CURRICULUM
AND SYLLABI
FOR UNDERGRADUATE COURSES**

IN

SOCIOLOGY

1998

**REPORT OF THE CORE COMMITTEE FOR
RESTRUCTURING UNDERGRADUATE COURSES
IN SOCIOLOGY**

MAHATMA GANDHI UNIVERSITY

PRIYADARSHINI HILLS, KOTTAYAM - 686 560

1998

CORE COMMITTEE

Mrs. Mercy Francis (Convener)
(St. Teresa's College, Ernakulam)

Rev. Dr George Koilparambil
(St. Teresa's College, Ernakulam)

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(B.C.M. College, Changansserry)

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(C.M.S. College, Kottayam)

Rev. Dr Jose Kuriyath
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(M.A.College, Kothamangalam)

PARTICIPANTS IN THE WORKSHOP

1. **Mr. R.K. Varghese** (S.H.College, Theavara)
2. **Mrs. Sara Chacko** (M.A.College, Kothamangalam)
3. **Mr. Sibi K.I.** (S.H.College, Thevara)
4. **Mrs. Mariamma Joseph** (St. Teresa's College, Ernakulam)
5. **Mr. Benny Varghese** (S.H. College, Thevara)

SCRUTINIZING COMMITTEE

1. **Mrs Sarah Mathew** (Department of Sociology, C.M.S. College, Kottayam)
2. **Mr. K. Seethakutty** (Department of Sociology, Vimala College, Trichur)

SUBJECT EXPERTS

Vocational Subjects

- | | | |
|-------------------------------|---|--|
| 1. Human Resources Management | - | Professor Sebastian Mampilly ,
Rajagiri College of Social Sciences,
Kalamaserry, Cochin |
| 2. Education | - | Dr. Indulekha , Department of Home Science,
St. Teresa's College, Ernakulam |
| 3. Social Work | - | Dr. T.S.N. Pillai , Christian Agency for Rural
Development, Thiruvalla &
Retd.Professor, Department of M.S.W.
Loyola College, Trivandrum |
| 4. Guidance & Counselling | - | Dr. Raseena Padmam , Reader,
Department of Behavioural Sciences,
M.G.University, Kottayam |
| 5. Electives | - | Dr. G. Narayana Pillai , Retd. Professor
Department of Sociology, University of Kerala,
Kariyavattom, Trivandrum |
| 6. Complementary Subjects | - | Mr. D.D. Nampoothiri , Head,
Department of Sociology,
Guruvayoorappan College, Calicut |
| 7. Core Subjects | - | Dr. Shally Joseph , Carmel College,
Mala, Trichur District |

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MAHATMA GANDHI UNIVERSITY, KOTTAYAM

Core Committees for updating / restructuring curriculum for

FIRST DEGREE EDUCATION

TERMS OF REFERENCE & GENERAL GUIDELINES FOR CORE COMMITTEES

- 1.0 Mahatma Gandhi University has decided to introduce updated / restructured courses at the first degree level from 1998-99 academic year on wards. Accordingly, Core Committees have been constituted to undertake the task of updating / restructuring courses in various subjects. The task of updating / restructuring courses will be undertaken by various Core Committees for individual subjects.
- 2.0 The terms of reference of the Committee, in relation to respective subjects, are as follows :
 - 2.1 Critically evaluate the merits / drawbacks of existing curriculum.
 - 2.2 Project the present / future needs of society and the specific requirements of individual learners.
 - 2.3. Assess the extent / feasibility of changes in the existing academic / social context.
 - 2.4. Submit recommendations to the University for updating / restructuring curriculum within the stipulated time limit and conforming to the general guidelines and specific instructions issued from time to time.
- 3.0. The Committees will attempt to materialize the following broad objectives in updating / restructuring the curriculum.
 - 3.1 Development of the learner's competence by evolving a learner - centered curriculum.
 - 3.2 Introduction of diversified courses in the same subject area.
 - 3.3. Vocationalization without compromising academic standards / theoretical content.
 - 3.4 Updating / restructuring content / course within the limits of feasibility.
 - 3.5 The projected operational period for the proposals of the Core Committee shall be from 1998-99 to 2002 -'03. Each Core Committee has to project the requirements of society and individual learners in its discipline for the next five years and design courses in accordance with the requirements.
- 4.0 In pursuance of the above objectives, two / three courses may be designed in each subject / inter disciplinary area along the lines of the models proposed below.
- 5.0 Model -I: Update / remodel existing course with / without introducing one elective subject. There will be no structural change in the curriculum. The theoretical bias of the courses and the work-load will remain the same as those of the existing courses. The attempt will be to achieve maximum positive changes within the same, as those of the existing courses. The attempt will be to achieve maximum positive changes within the existing system. One paper in Part III shall be elective. Upto five options may be offered, provided detailed syllabi are made available by the Core Committee. Other papers in Part III will constitute the core element common to all students who study the same course in the University.
- 6.0 Model II: Vocational courses along the lines proposed by the UGC paper on Vocationalization of First Degree Education (1993). The basic framework to be followed is that given in the UGC paper on Vocationalization. However, the pattern need not be followed rigidly. The University shall provide guidelines for modifications wherever required. Where no modifications are made by the University, the UGC guidelines shall prevail.

- 6.1 The University has found it necessary to issue the following clarifications / modifications to the UGC guidelines.
- 6.1.1. Structure of Part III. There shall be three units in Part III of vocational courses.
1. CORE SUBJECT
 2. VOCATIONAL SUBJECT
 3. COMPLEMENTARY SUBJECT / SUBJECTS1.
- 6.1.2 Workload :
1. Part-I & Part -II : First and Second Language shall have workload as specified in the Guidelines.
 2. Part III : Core subject, vocational subject and complementary subject/subjects shall have the ratio of workload 3:2:1.
- 6.1.3 Unit I shall be designated after the Core subject and shall consist of 12 semester papers (compulsory for all courses).
- 6.1.4 Unit II shall be designated after the elective vocational subject in each course. This unit shall have eight semester papers, dealing with theory and practice relating to the vocational subject. A Paper on entrepreneurship development and another on project and report shall be compulsory for all elective / vocational subjects. Two month on-the-job-training undertaken during the intervals between second and third and fourth and fifth semesters shall also be compulsory for all elective vocational subjects.
- 6.1.5 Unit II shall be designated as complementary subject/ subjects and shall be complementary to Unit - I/II/ I & II this Unit shall consist of four semester papers.
- 6.1.6. The course content of Unit - I, II & III will be logically related to one another and shall together form an integrated whole, each unit contributing to the realization of the twin objectives of imparting vocational training and pursuing academic studies at the same time.
- 6.1.7 Core Committees in each subject shall identify a number of elective vocational subjects and their complementary subject / subjects to ensure maximum diversification of the vocational programme. Detailed syllabi for a few will be prepared by the Committees.
- 6.1.8. The University shall open a SYLLABI BANK for vocational courses with the initial contribution of the Syllabi submitted by the Core Committees. Additional contributions will be made by the University from time to time.
- 6.1.9 Individual colleges shall apply only for those courses for which detailed syllabi are available in the University SYLLABI BANK.
- 6.1.10 The University shall ensure that there is no duplication of syllabus for the same vocational course under nominally different titles.
- 6.1.11 The language component shall be complementary to the core subject / vocational subject.
- 6.1.12 The vocational course shall be designated after the core subject with the word ' vocational' appearing in brackets immediately after it, e.g. B.Sc. Chemistry (Vocational).
- 6.1.13. The number of colleges opting for the same vocational course shall be restricted in relation to the job potential, locally available for that particular course.
- 7.0 Model III
- 7.1. Model III is conceived as an integrated, inter-disciplinary, research - oriented course intended to open up new areas/disciplines of study. However, there shall be a main subject and two / three allied subjects / subject areas detailed into the main subject. 50% of the total work load / marks will be allotted for the main subject and 30% for the inter-disciplinary subject / subjects.

7.2 The language component shall be complementary to the inter-disciplinary subject, so that it helps the process of concept - formation and its eventual dissemination for social use.

8.0 Course Pattern & Examination System

The existing course pattern and system of examination will continue in the case of Model-I with the exception that there will be both internal & external evaluation. Model-II and Model-III will have semester system and both internal / external evaluation. 80% of the marks in each paper will be awarded on the basis of external evaluation and 20% on the basis of internal evaluation. Detailed criteria will have to be evolved for ensuring fairness in testing and evaluation, both internal and external. There shall be a separate minimum of 30% for pass in internal / external evaluation. The aggregate minimum for pass shall be 40% of the total marks.

9.0 Internal Assessment.

9.1.1 Attendance - 4% of the total marks.

9.1.2 Test paper-objective type-minimum two tests-8%. Each test to have not less than 20 questions.

9.1.3 Assignment - 4%

9.1.4 Seminar and Transcript - 4%

9.2. The optional paper / subject shall have a compulsory project work and project report, for which 16% of the total marks shall be allotted. This, along with the percentage of marks for attendance, will constitute the marks for internal evaluation in the optional paper.

9.3 Internal Assessment for Practicals in Science subjects : assessment will be made on the basis of attendance, performance in the laboratory and laboratory records.

10.0 Ratio of Language and subject components

The extent of language and subject components in Model-I will be the same as those of the existing courses. In Model-II and III 20% of the total workload / marks will be allotted for Part-I English and Part-II second languages together. The same will be shared in the ratio 2 : 1 between the first and the second languages.

11.0 Semester System :

11.1 Models-II and III shall be six semesters, each semester being of 15 weeks duration. There shall be 15 papers in all. Each paper will be divided into two units. Each unit will carry 50 marks, making a total of 1500 marks for 15 papers covered in six semesters.

11.2 The study of first language shall be spread over the first four semesters and second language over the first two semesters.

11.3 Project Report shall be submitted before the end of the final examination in the sixth semester.

12.0 Diversification and Evaluation :

The University shall conduct the external examination for the core papers. College opting for particular optional papers / subjects shall make arrangements among themselves for the external evaluation of the optional papers / subjects. The marks obtained in the external evaluation conducted by the colleges shall be entered separately in the University marks sheet.

13.0 Interaction with the Student community : The Core Committee in each subject shall interact with the students of the respective discipline and the University level Steering Committee shall convene a meeting of the representatives of various student organizations and give them an opportunity to express their views on the structural changes (including internal evaluation), being contemplated in the new curriculum. This is necessary to ensure the smooth implementation of the proposals in the next academic year itself.

14.0 Interaction with teachers

The Committee shall examine the recommendations submitted by the Curriculum Development Centres (UGC) and interact with a cross section of the academic community before finalizing its report. It is proposed to interact with a cross section of the academic community before finalizing its report. It is proposed that a five-day workshop be held in each subject in last November / early December 1997, giving opportunity for at least one member in each department in all affiliated colleges to attend the same. The convenors of different subjects will be responsible for organizing workshops in their respective subjects. Duty leave will be granted to the participants.

15.0 Steering Committee

At the University level, the work done by the Core Committee in various subjects will be co-ordinated by a Steering Committee, consisting of the members of the Syndicate Sub-committee for Affiliation and the Deans of Faculties of Language and Literature, Social Sciences, Science and Commerce. The Syndicate member in charge of the Affiliation / Academic Committee shall be the Convenor of the Steering Committee. The Steering Committee shall be appellate authority for settling inter-disciplinary issues. The academic section in the University will be responsible for proper implementation of the programme.

- 16.0 The recommendations of the Core groups shall be subject to the approval of the Steering Committee. The Steering Committee shall be expanded to include subject experts at the University level, who will ensure that only course proposals with sufficient academic pass through the screening process for the consideration of the academic council.
- 17.0 The final recommendations of the committee shall be submitted by the Convenors of different subjects.
- 18.0 While the Core Committees will be accountable for the course proposals submitted to the University, proper acknowledgement of the contributions made by others will be made in the text of the proposals.
- 19.0 Every effort shall be made for the simultaneous implementation of updated syllabi for the existing courses in the next academic year.

PREFACE

The Core Committee in Sociology set up by the Mahatma Gandhi University proceeded with the task of restructuring the Degree Course in Sociology as per the terms of reference and guidelines provided by the University.

The Core Committee restructured the traditional syllabus and also framed the vocational subjects. The workshop introduced a paper on sociological theories and research into the Core Unit and introduced elective papers, which can be opted according to its suitability in the vocational stream. Project work is made compulsory in the elective papers as well as in the vocational papers. Field visits to tribal areas, villages, industries, development agencies etc..., are advised as part of the project work. Project report will be subjected to internal evaluation at the end of the academic year. A guideline is prepared to help the teacher and the student to work on projects.

The Core Committee prepared and revised the syllabus only for Model I & II. The workshop was held for 5 days from 15th to 21st of January 1998 at St.Teresa's College, Ernakulam. The workshop was attended by 7 Core Committee members and 5 Participants Experts in their relevant subjects, and they contributed to the designing of the vocational syllabus. The syllabus was further subjected to scrutiny before finalisation.

I thank all the participants in the workshop and all those who willingly co-operated with us in different ways to make our efforts come to fruition.

Mrs. Mercy Francis
St.Teresa's College
Convener

Model I Curriculum Design Abstract

1. Name of Course : B.A. Sociology
2. Structure :
- Part I
- First Language - English
- Part II
- Second Language
- Part III
- Sociology
- ✓ Paper I - Sociological Concepts ✓
 - ✓ Paper II - Sociology of Indian Society
 - ✓ Paper III - Theory and Methods of Sociology
 - ✓ Paper IV - Social Anthropology ✓
 - ✓ Paper V - Social Psychology ✓
 - Paper VI - Optional (any one)
- (1) Rural Sociology ✓
 - (2) Urban Sociology
 - (3) Industrial Sociology ✓
 - (4) Population Studies ✓
- Part-IV - 2 Subsidiary Papers

Scheme of Examination

Year	Main Subject	Mark Distribution		
		Internal	External	Total
First Year	Paper I	20	80	100
Second Year	Paper II	20	80	100
Third Year	Paper III	20	80	100
	Paper IV	20	80	100
	Paper V	20	80	100
	Optional	20	80	100
Total for Main Sociology		120	480	600

Pattern of Question Papers

- Part A - Definition of Concepts & Explanations
- Part B - Short Essays
- Part C - Essays

Caution: Only Part A & Part B Type Questions in Main Paper I

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Model II

Curriculum Design Abstract

Name of the Course : **B.A. Sociology (Vocational)**

Core Component (6 Papers) + Vocational Component (4 Papers) +
Complementary Subject (2 Papers)

I. Vocational Subject - Human Resources Management

Paper I	-	Sociology of Industrial Relations
Paper II	-	Labour Legislation
Paper III	-	Human Resources Management
Paper IV	-	Organizational Behaviour

II. Vocational Subject - Social Work

Paper I	-	A. History and Field of Social Work B. Philosophy of Social Work
Paper II	-	A. Social Case Work B. Social Group Work and Community Organization
Paper III	-	A. Social Welfare Programmes in India B. Family and Child Welfare
Paper IV	-	A. Social Work in Medical Settings B. Health Care Service and Hospital Administration

III. Vocational Subject - Education

Paper I	-	Sociology of Education
Paper II	-	Education in Indian Society
Paper III	-	Adult Education
Paper IV	-	Extensive Education

IV. Vocational Subject - Guidance and Counselling

Paper I	-	Bases of Human Behaviour
Paper II	-	Principles of Guidance
Paper III	-	Principles of Counselling
Paper IV	-	Family Counselling

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Model II
Work Load Distribution - Semester System

Hours per week / semester wise break up

Semester	First Year	Second Year	Third Year	Total Hours	% of Total Work Load
Subjects	1 2	3 4	5 6		
Part I English	5 5	5 5	- -	20	13.3%
Part II Second Language	5 5	- -	- -	10	6.7%
Part III Core Component (Unit I)	10 10	10 10	10 10	60	40%
Vocational (Unit II)	- -	5 5	15 15	40	26.7%
Complementary Subject (Unit III)	5 5	5 5	- -	20	13.3%
Total Hours / Week	25 25	25 25	25 25	150	100%

I year Scheme

- | | | | |
|----|-----------------|------------|-----------|
| 1. | First Language | (1 Paper) | 100 Marks |
| 2. | Second Language | (1 Paper) | 100 Marks |
| 3. | Core Papers | (2 Papers) | 200 Marks |
| 4. | Vocational | (Nil) | - |
| 5. | Complementary | (1 Paper) | 100 Marks |

TOTAL 500 Marks

II Year Scheme

- | | | | |
|----|-------------------|--------------|-----------|
| 1. | First Language | (2nd Papers) | 100 Marks |
| 2. | Second Language | (Nil) | - |
| 3. | Core Papers | (2 Papers) | 200 Marks |
| 4. | Vocational Papers | (1 Paper) | 100 Marks |
| 5. | Complementary | (1 Paper) | 100 Marks |

TOTAL 500 Marks

III Year Scheme

- | | | | |
|----|-----------------|------------|-----------|
| 1. | First Language | (Nil) | - |
| 2. | Second Language | (Nil) | - |
| 3. | Core Papers | (2 Papers) | 200 Marks |
| 4. | Vocational | (3 Papers) | 300 Marks |
| 5. | Complementary | (Nil) | - |

Total Marks awarded for a Degree 1500 marks

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Distribution of Marks - Year Wise for Part III

	Attendance	Project	Assignment/ Test/ Seminar	Internal	External	Total
Paper I	4	-	16	20	80	100
Paper II	4	-	16	20	80	100
Paper III	4	-	16	20	80	100
Paper IV	4	-	16	20	80	100
Paper V	4	-	16	20	80	100
Paper VI (Optional)	4	16	-	20	80	100
Vocational Subject						
Paper I	4	16	-	20	80	100
Paper II	4	16	-	20	80	100
Paper III	4	16	-	20	80	100
Paper IV	4	16	-	20	80	100
Complementary Subject						
I	4	-	16	20	80	100
II	4	-	16	20	80	100
Part III Total Marks						1200 Marks

Work Load : 2 Semesters / per year
 6 Semesters in 3 years
 15 Weeks / per semester
 5 Hrs work per week for each paper

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Subjects in Model II

Core Element - Unit I

Paper I	-	Sociological Concepts
Paper II	-	Sociology of Indian Society
Paper III	-	Theory and Methods of Sociology
Paper IV	-	Social Anthropology
Paper V	-	Social Psychology
Paper VI	-	Elective (Optional)

List of Optional Papers (Choose any one)

- (1) Rural Sociology
- (2) Urban Sociology
- (3) Industrial Sociology
- (4) Population Studies
- (5) Sociology of Mass Communication
- (6) Community Health and Social Medicine
- (7) Sociology of Women

Vocational Subjects - Unit II

Human Resources Management.

Paper I	-	Sociology of Industrial Relations
Paper II	-	Labour Legislations
Paper III	-	Human Resource Management
Paper IV	-	Organizational Behaviour

Education

Paper I	-	Sociology of Education
Paper II	-	Education in Indian Society
Paper III	-	Adult Education in India
Paper IV	-	Extension Education

Guidance & Counselling

Paper I	-	Bases of Human Behaviour
Paper II	-	Principles of Guidance
Paper III	-	Principles of Counselling
Paper IV	-	Family Counselling

Social Work

Paper I	-	Part A - History and Field of Social Work Part B - Philosophy of Social Work
Paper II	-	Part A - Social Case Work Part B - Social Group Work and Community Organization
Paper III	-	Part A - Social Welfare Programmes in India Part B - Family and Child Welfare
Paper IV	-	Part A - Social Work in Medical Settings Part B - Health Care Service and Hospital Administration

Complementary Subjects - Unit III (Choose any two)

- (1) Political Sociology
- (2) Historical Sociology
- (3) Sociology of Economic Life
- (4) Sociology of Language & Literature
- (5) Statistics for Sociology
- (6) Computer Applications
- (7) Hospital Management

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**MODEL I & II
CORE PAPER - I**

SOCIOLOGICAL CONCEPTS

✓ This Paper discusses the basic concepts in Sociology. The student is expected to learn specific definitions of these concepts and, therefore, long essays should not be expected from the students.

SEMESTER I

I. The Science of Sociology

1. Origin and Development of Sociology
2. Definition, Nature and Scope
3. Relation with other Social Sciences - Psychology, Anthropology, Economics, History, Political Science
4. Fields of Sociology.

II. Primary Concepts

1. Social Interaction
2. Society
3. Community
4. Association
5. Institutions
6. Social Structure and Functions
7. Social Status and Role

III. The Patterns of Social Relationship

1. Co-operation
2. Conflict
3. Competition
4. Domination
5. Subordination
6. Assimilation
7. Accommodation

IV. Social Groups

1. Definition
2. Nature and Characteristics
3. Types - Primary and Secondary Groups
4. In Group and Out Group
5. Reference Group

SEMESTER II

V. Individual and Society

1. Socialization - Defined
2. Agents of Socialization
3. Interaction of Heredity and Environment
4. The Effects of Deprivation of Social life (feral cases)
5. Society in People - the Structured Self.

VI. Social Stratification

1. Definition
2. Characteristics
3. The Functions of Stratification
4. Forms - slavery, estate, caste & class (concepts only)

VIII. Deviance and Social Control

1. Deviance - Defined
2. Effects of Deviance
3. Social Control - Definition
4. Functions of Social Control
5. Agents of Social Control

VIII. Social Change

1. Definition - social change, social evolution, social progress
2. Factors of Social Change

REFERENCES

- Kingsly Davis, *Human Society*
- Harry M. Johnson, *Sociology : A Systematic Introduction*
- Vidyabhushan and Sachdeva, *An Introduction to Sociology*
- R. Bierstedt, *Social Order*
- Mac.Iver & Page, *Society*
- Arnold W. Green, *Sociology: An Analysis of Life in Modern Society*
- Merril and Elridge, *Culture and Society*

**MODEL - I & II
CORE PAPER II**

SOCIOLOGY OF INDIAN SOCIETY

SEMESTER I

I. Indian Society - Characteristic Features

II. A Critical Study of Caste

1. Definition and Characteristics
2. Theories - Traditional, Occupational, Functional
3. Functions - Dysfunctions
4. Sanskritisation
5. The Backward Classes
6. Reservation Policy
7. Dalit Movements

III. Family in India.

1. Definition and Characteristics
2. Types of Family
3. Definition, Characteristics and Functions of Joint Family
4. Joint Family in Kerala - Nampoothiri Illom - Nair Tharavad
5. Changing Trends in Indian Family - Structural Changes, Functional Changes

IV. Marriage in India - Meaning & Significance

1. Hindu Marriage - Traditional Forms of Marriage
Inter-Caste Marriage
Hindu Marriage as a Sacrament
Marriage in Kerala - Thalikettu Kalyanam
Sambandam
Annulment, Separation, Divorce
2. Muslim Marriage - Beena - Muta
Contractual Nature of Marriage
Divorce - Talaq & Khula
3. Christian Marriage
Marriage as a Sacrament
Dowry - Divorce
4. Social Legislations in Marriage & Family
5. Changing Trends in Marriage

SEMESTER II

V. Religion in India

1. Hindu Social Organization - Varnashrama System, Purusharthas, Samskaras
2. Muslims - Origin, Development, Major Teachings, Impact of Islam
3. Christians - Origin, Development, Major Teachings, Impact of Christianity
4. Communalism - Secularism

VI. Economic System

- Autonomy of Villages in Pre-British India
- The Jajmani System
- Changes in British Period
- Land Tenure, Agriculture
- Market Economy and its Consequences
- Planned Development, Mixed Economy
- Occupational Diversification
- Trade Unionism
- Economic Inequalities, Monopolization
- Liberalisation. - Globalisation

VII. Political Structure

- Patterns of Authority in Traditional Times
- British Administration
- Parliamentary Democracy
- Party Politics
- Local Self Government

VIII. Women in India.

- Women in Traditional Indian Society
- Dignity of Motherhood
- Changing Status in Modern Times
- Working Women
- Legal Safeguards on Women
- Women's Movements
- Problems of Women - Dowry, Sex Exploitation

REFERENCE

- J. Hutton, *Caste in India*
- K.M. Kapadia, *Marriage and Family in India*
- Pauline Kolenda, *Caste in Contemporary India*
- Neera Desai & M. Krishnaraj, *Women & Society in India*
- S.C. Dube, *Social Change in India*
- M.N. Sreenivas, *Social Change in Modern India*
- Malise Ruthven, *Islam in the World*
- Archie. J. Balin, *The World's Living Religions*
- Dr. George Koilparambil, *Caste Elements in the Catholic Community in Kerala*
- Rajani Kothari, *Politics in India*
- Rajani Kothari, *Caste in Indian Politics*
- I.C.S.S.R., *Report on the Status of Women in India*
- L.A.K. Iyer, *Anthropology of Syrian Christians*

MODEL I & II
CORE PAPER III

THEORY AND METHODS OF SOCIOLOGY

SEMESTER I

Part A - Sociological Theories

- | | | | |
|------|-----------------|---|--|
| I. | Auguste Comte | - | Life
Major Works
Law of Three Stages |
| II. | Herbert Spencer | - | Life
Major Works
Theory of Evolution |
| III. | Karl Marx | - | Life
Major Works
Theory of Class |
| IV. | Max Weber | - | Life
Major Works
Theory of Protestant Ethics and
the Spirit of Capitalism |
| V. | Emile Durkheim | - | Life
Major Works
Theories of Social Solidarity |

SEMESTER II

- I. Scientific Method - Characteristics
Methods used in Sociology - Observation - Interview
Questionnaire, Case Study, Social Survey
- II. Study of Literature - Bibliography, Subject Index, Author Index,
Foot notes (exercise)
- III. Problem Formulation - Definition of Concepts, Identification of Variables,
Formulation of Hypotheses
- IV. Sampling Methods - Random, Stratified
- V. Data Collection - Primary, Secondary Data
- VI. Tabulation, Interpretation, Report Writing

REFERENCE

- Don Martindale, *Nature and Types of Sociological Theory*
Timasheff M., *Development of Sociological Theory*
Emery S. Bogardus, *The Development of Sociological Thought*
Ronald Fletcher, *Making of Sociology Vol. I, II, & III*
Good & Hatt, *Methods in Social Research*
P.V. Young, *Scientific Social Surveys and Research*
John Madge, *The Tools of Social Science*
Jahoda & Others, *Research Methods in Social Relations*
Lewis A. Coser, *Masters of Sociological Thought*
Kothari C.R., *Research Methodology*
Randall Collins, *Max Weber - A Skeleton Key (Vol. 3)*
Robert Alum Jones, *Emile Durkheim - An Introduction to Four Major Works (Vol. 2)*
Dr. O.R. Krishnaswami, *Methodology of Research in Social Sciences*

**MODEL I & II
CORE PAPER IV**

SOCIAL ANTHROPOLOGY

SEMESTER I

I. Social Anthropology - An Introduction

Definition, Nature, Methods and Scope
Relation of Social Anthropology with Sociology and Social Psychology
Relevance of Anthropological Studies in India

II. Culture

The Emergence of Human Society - Cultural Stages
Nature and Attributes of Culture - Cultural Relativism, Xenocentrism, Ethnocentrism
Cultural Evolution - Theories
Elements of Culture - Material and Non-material
Cultural Lag
Cultural Processes - Acculturation, Assimilation.

III. Social Structure - Primitive Social Organization.

- a. Family and Marriage
Origin and Growth
Primitive Forms of Marriage
- b. Puberty Rites among Tribals
- c. Kinship
Definition, Types and Degree of Kinship
Kinship usages among primitives
- d. Descent Groups
Clan - types, features and functions
- e. Totemism
Origin of Totemism - Theories
Types of Totemic Practices among Tribals
Functions
- f. Religion and Magic
Religion - Theories of Origin
Features of Primitive Religion
Tribal Religions in India
Changes in Tribal Religion
Magic - Definition, Forms
Difference between Religion and Magic
Magic, Religion and Science
- g. Property and Economy
The Nature of Primitive Economy
Property in Primitive Economies
Development of Agriculture
Development of Market Economy and Technological Changes

SEMESTER II

IV. Race

Definition
Classification - Hutton's, Risley's
Race and Caste
Racial and Ethnic Problems

V. Tribe

Definition, Traditional Characteristics
Issues and Problems of tribals in India
Tribal Movements
Tribal Welfare in Independent India
Deforestation and Tribal Economy
Forest Policy and its Impact on Tribals

VI. Primitive Social Organization of South Indian Tribes

- a. Todas of Nilgiris - Elements of Social Organization, Status of Women
- b. Kadars in Kerala - Social Organization : traditional and modern

VII. Visit to a Tribal Area

Preparation of a report based on field study in not more than 2000 words.
(not for examination)

REFERENCE

- Beals and Hoijer, *Introduction to Social Anthropology*
Balbindar Singh, *Anthropology*
Dube S.C., *Anthropology*
Evans Pritchard, *Social Anthropology*
Forde C.E.D., *Habitat, Economy and Society*
Holms, *Anthropology*
Hoebel E.A., *Man in the Primitive World*
Herskovits Melville, *Cultural Anthropology*
Hoebel E.A and Everett. C.Frost, *Cultural and Social Anthropology*
Jennings Hoebel, *Cultural Anthropology*
Kroeber A.C., *Rise of Anthropological Theory*
Krishna Iyer L.A., *Social Anthropology in India*
Kroeber and Kluckhohn, *Culture*
Kroeber, *Anthropology*
Lewis I.M., *Social Anthropology in Perspective*
Lowie R., *Primitive Society*
Luiz A.A.D., *Tribes of Kerala*
Mair Lucy, *An Introduction to Social Anthropology*
Makhan Jha, *An Introduction to Social Anthropology*
Majumdar and Madan, *Introduction to Social Anthropology*
Piddington R., *Social Anthropology*
Rao M.S.A., *Social Movements in India*
Ratish Srivastava, *Social Anthropology in India*
Singh and Singh, *Social Anthropology and Study of Indian Tribes*
Vidyarthi L.P., *Rise of Anthropology in India*
Vidyarthi.L.P., *Applied Anthropology*

**MODEL I & II
CORE PAPER V
SOCIAL PSYCHOLOGY**

SEMESTER I

- I. Introduction to Social Psychology
Definition, Nature & Scope
Experimental Method, Clinical Method, Scaling Technique,
Projective Technique, Sociometry
- II. Personality - Concepts, Types, Stages of Development
Theories - Trait Theory, Psychoanalytic Theory, Type Theory
Culture and Personality
- III. Development of Social Self - Cooley, Mead, Erickson
- IV. Motivation - Need, Drive, Motive
Definition, Nature and Types
Theories of Motivation

SEMESTER II

- V. Social Norms, Reference Groups and Conformity
- VI. Masses - crowd, audience, mob, cult, communities
- VII. Group performance - group goals, group size, group norms, group dynamics
- VIII. Attitude - concept, nature, development and change of attitude
- IX. Stereotype, Prejudice, Social Distance - definition, nature, characteristics, formation and growth
- X. Public Opinion and Propaganda
Definition, formation, importance of public opinion polls
Techniques of Propaganda
- XI. Leadership - concept, types
Social Significance of Leadership

REFERENCE

- Adinarayanan, *Social Psychology*
Akolker V.V., *Social Psychology*
Hurlock, Elizebeth, *Developmental Psychology*
Henry Garret, *General Psychology*
Klinberg, *Social Psychology*
Kuppuswamy, *Introduction to Social Psychology*
John W, Mc David & Harari, *Psychology and Social Behaviour*
Morgan & Etal, *Introduction to Psychology*
Robert A. Baron, *Psychology*
Lindsey G., *Handbook of Social Psychology*
Kimball Young, *Handbook of Social Psychology*
Sheriff & Sheriff, *Social Psychology*
Harvey A. Tilker, *Developmental Psychology Today*
Richard Dewey & V.T. Humber, *Introduction to Social Psychology*
Cooper & Mc Gaugh, *Integrating Principles of Social Psychology*
Hall and Linzoy, *Theories of Personality*
Robert A. Baron, *Psychology*

PROJECT WORK PROGRAMME

GUIDELINES

Students are expected to submit a project report based on primary data gathered through a social survey. Survey may be limited to one establishment like school, college, hospital, church, govt. offices, banks, co-operative society, voluntary organization etc. The survey will cover at least 50 respondents. Interview or questionnaire may be used according to the suitability. The report will be approximately of 20 typed pages.

Structure of the report

- I. Significance of the Study
Objectives of the Study
Methodology - Description of the Procedure
- II. Study of Literature
- III. Presentation of the Data
- IV. Conclusion - Major Findings of the Study

Students are expected to meet the guide in person at each phase mentioned below and get the work done approved.

1. Selection of the Topic
2. Survey of Literature
3. Preparation of the Tool
4. First Draft
5. Final Report

**MODEL I & II
ELECTIVE**

RURAL SOCIOLOGY

SEMESTER I

I. Introducing Rural Sociology.

1. Definition of Concepts, Nature, Scope
2. Origin and Development of Rural Sociology
3. Importance of Rural Sociology in India
4. Characteristics of Rural Sociology
5. Indian Rural Social Structure
6. Rural - Urban Continuum

- II.
 1. Rural Demography
 2. Rural Ecology
 3. Rural Culture

III. Rural Problems

1. Unemployment and Under Employment in the Rural Sector
2. Rural Poverty
3. Rural Indebtedness
4. Alcoholism.

IV. Social Tensions and Movements in Rural India

1. Caste, Class, Religious and Political Tensions
2. Peasant, Labour & Environmental Movements

V. Gandhian Thought in Village Life.

1. Gandhian Social Thought - Philosophical & Sociological Foundations
2. Gramaswaraj - Trusteeship, Sarvodaya, Self Sufficiency, Ideas on Untouchability

SEMESTER II

RURAL DEVELOPMENT - PLANNING AND MANAGEMENT

VI. Introduction

Ideas and Definitions
Meaning, Objectives, Basic Elements, Strategies
Relevance of Rural Development Planning in India
Role of the Governmental and Voluntary Agencies
Obstacles to Rural Development Planning and Administration

VII. Development of Agriculture and Village Industries

Importance of Agricultural Development
Programmes, Aids, Subsidies, Marketing
New Trends in Agriculture
GATT and the Indian Farmer
Land Reform
Relevance of Village Industries
Rural Entrepreneurship

VIII. Co-Operative Movement

Meaning and Importance
Types of Co-operatives
White Revolution - Anand Model Development
Co-operative Movement in Kerala

IX. Panchayati Raj

Concept and Objectives
Panchayati Raj Structure and Functions
Evaluation of the Role of Panchayats in Rural Development
Participative Planning

X. Other Programmes for Rural Development

Early Attempts
Recent Programmes (like IRDP)
Rural Health
Rural Housing
Rural Education
Rural Sanitation

XI. Project Report

Hints for Projects

Impact of Land Reform on a particular area
Impact of Jawahar Rozgar Yojana on a village
Evaluation of the Role of Panchayats - A literature survey
Effect of Mechanization in fishing on a fishing community
Effect of Co-operatives on a weaver's village

REFERENCE

Desai A. R, *Rural Sociology in India*
Srinivas M.N., *India's Villages*
Chitamber, *Rural Sociology*
Oommen J.K., *Social Transformation in Rural India*
Katan Singh, *Rural Development - Principles, Policies and Management*
Rao M.S.A., *Social Movements in India*
Mammoria C.B., *Agricultural Problems of India*
Hoshiar Sing, *Administration of Rural Development in India*
Misra R.P., *Rural Area Development - Perspectives & Approaches*
Mathur B.L., *Rural Development and Co-operation*
Society of Social Economists, Tamilnadu, *Integrated Rural Development*
U.R. Nahar & Ambika Chandani (Ed.) *Sociology of Rural Development*
Kerala Bhasha Institute, *Grama Vikasanam (Mal.)*
Kerala Bhasha Institute, *Grama Pravesam (Mal.)*
Journal of Rural Development, A Quarterly of NIRD
Pratap K., *Rural Labour in India, Problems & Welfare Schemes*
Gramin Vikas, A Monthly of the Ministry of Rural Areas and Employment
Kerala Calling, Department of Public Relations, Government of Kerala (Mal.)
Manorama Year Book, (Latest)
" India" YEAR Book, (Latest)

MODEL I & II - ELECTIVE
URBAN SOCIOLOGY

SEMESTER I

I. Urban Sociology - Definition

1. Nature, Scope and Importance
2. Characteristics of Urban Society
3. Rural - Urban Differences

II. Concepts

1. Town, City, Metropolis, Megalopolis, Urban Agglomeration
2. Industrialization
3. Urbanization
4. Urbanism as a Way of Life

III. Urbanization in India

1. Urban Growth in Ancient India
2. Medieval India - Muslim Cities
3. European Impact on Urban Growth - Different Types of Cities
4. Post Independent Planned Cities.

IV. Urban Ecology

1. Ecological Processes - concentration, centralization, decentralization, segregation, specialization, invasion, succession and routinisation
2. Theories - Concentric, Sector and Multi-nuclei Theory

SEMESTER II

V. Urban Demography - Fertility, Mortality, Marital Status, Sex Ratio and Migration

VI. Urban Culture

1. The Consumeristic Culture - Consumerism - Conspicuous Consumption
- Status Consideration, Fashion & Fad - Flat Culture
2. Urban Leisure Patterns - Membership in Clubs - "leisure industries"
3. Suburbs

VII. Urban Pathology

1. Juvenile Delinquency
2. Urban Unrest - unemployment, crime, poverty
3. Drug Addiction & Alcoholism

VIII. Urban Planning

1. Relevance of Sociology in Town Planning
2. Urban Renewal
3. Planning for Civic Amenities - Housing, Slum Clearance, Pollution Control
4. Policies and Programmes under the Five Year Plans

IX. Project Report

1. A Study on any one of the Urban Problems
2. A Survey to find out the Leisure Patterns

REFERENCE

- Gist & Fava, *Urban Society*
Bose, Ashish, *Urbanization in India*
Bose, Ashish, *Studies in India's Urbanization*
M.S.A. Rao, *Urban Sociology in India*
Quinn, *Urban Sociology*
Bergel, *Urban Sociology*
N.V. Sovani, *Urbanization and Urban India*
Park, *The City*
J.F. Bulsara, *Problems of Rapid Urbanization in India*
G.S. Ghurye, *Cities and Civilization*
W.A. Schwab, *Urban Sociology : A Human Ecological Perspective*

MODEL I & II
ELECTIVE
INDUSTRIAL SOCIOLOGY

SEMESTER I

- I. Industrial Sociology - Origin, Nature, Scope and Importance
Social Relations in Industry : Formal, Informal and Mixed
The Sociological Approach in Industry
Task of Industrial Sociology
- II. Rise and Development of Industry - Industry as a Transformative System. Early Industrialism-
The Manorial System, The Guild System, The putting out or Domestic System
The Factory System - Its Characteristics
Industrial Revolution in India
- III. The Labour Movement in India - Definition, Importance, Objectives and Functions of Trade Unions
Growth of Trade Union Movement in India with special emphasis on Post-Independent India
Problems and Issues related to Trade Union Movement in India - Collective Bargaining
The Indian Trade Union Act of 1926
- IV. Industrial Relations - Definition, Importance and Methods to improve Industrial Relations
A Detailed Study of Workers' Participation in Management
Industrial Dispute - Definition, Forms and Causes of Industrial Disputes
Prevention and Settlement of Industrial Disputes in India -The Industrial Dispute Act of 1947

SEMESTER II

- V. Industry and Society - Impact of Industrialization on Society - Characteristics of Industrial Society
- VI. Internal Structure of Industry - Industrial Organization - Formal Organization, Line Organization,
Functional Organization and Line and Staff
Informal Organization - Definition, Features, Characteristics and Functions
- VII. Social Consequences of Modern Technology - Mechanization and Automation - It's problems -
Industrial Slums, Alienation and Class Conflict
- VIII. Evolution of Managerial Philosophy - The Human Relations School, Scientific Management
- IX. Project Report

REFERENCE

- Pascual Gisbert, *Fundamentals of Industrial Sociology*
E.V. Schneider, *Industrial Sociology*
S.C. Pant, *Indian Labour Problems*
S.D. Punakar, S.D. Deodhar & Saraswathy Sanker, *Labour Welfare, Trade Unionism and Industrial Relations*
V.V. Giri, *Labour Problems in Indian Industry*
Kuchhal, *Industrial Economy in India*
E.A Ramaswamy, *Industrial Relations in India*
Miller & Form, *Industrial Sociology*
R.C. Saxena, *Labour Problems and Social Welfare*
Parker, *Sociology of Leisure*
Andrew J. Taylor, *Trade Union and Politics, A Comparative Introduction*
Ram K. Vepa, *Modern Small Industry in India, Problems & Prospects*
Indian Year Book

**MODEL I & II
ELECTIVE**

POPULATION STUDIES

SEMESTER I

I. Origin and Development of Population Studies

Nature and Scope of Population Studies
Data Collection in Demography
Sources of Demographic Data.
Social Significance of Population Studies

II. Population Composition.

Sex Composition - Sex Disparity - Causes and Consequences
Age Composition
Demographic Effects of Age Composition
Occupational Composition
Religious Composition
Population Composition in India & Kerala

III. Theoretical Perspectives

Malthusian
Marxian
Optimum
Demographic Transition : Applications

IV. World Population

Demographic Transition in Developed & Developing World.
Technology and Population
The Social Context of Population Processes
The Demographic Situation of India and Kerala

SEMESTER II

V. Fertility

Concepts, Measurements
Physiological Factors
Socio-Cultural Variables Affecting Fertility
Differential Fertility - Fertility trends in India, with special reference to Kerala

VI. Mortality

Concepts, Measurements
Infant Mortality - Causes of Mortality
Mortality Trends in India - Demographic Trends
Consequences of Sex Determination Tests and Abortion on Population Composition

VII. Migration

Types of Migration

Factors of Migration - Migration Policies

Migration in India, with Special Reference to Kerala

Economic and Demographic Effects of Brain Drain

VIII. Consequences of Over Population.

Multiple Consequences of Over Population, with Special Reference to India

Aging of the Population - General Problems & Perspectives

Population and Ecology

IX. Population Policies

Population Bomb - Fertility Reduction Policies

Population Collapse - Pre-natal policies

India's Population Policy - Problems & Prospects

X. Uses of Statistics in Population Analysis

XI. Project Report

REFERENCE

Thompson & Lewis, *Population Problems*

Asha, Bende, Thara & Kanitkar, *Principles of Population Studies*

David H.Heer, *Society & Population*

Agarwal S.N., *India's Population Problems*

Srivastava , *Demography*

Asok Mitra, *Implication of Declining Sex Ratio in India's Population*

Philip M.Hauser & Dudley Duncan, *The Study of Population*

John. R. Weeks, *Population and Introduction to Concepts & Issues*

Antony Giddens, *Sociology*

James Vanden Zandu, *Social Experience - An Introduction to Sociology*

Hans Raj, *Fundamentals of Demography*

Ashih Bose, *From Population to People*

Mahadevan, *Fertility & Mortality.*

Malgavakar & Paipanandhiker, *Population & Development*

MODEL I & II. ELECTIVE

COMMUNITY HEALTH AND SOCIAL MEDICINE

SEMESTER I

I. Introduction

Social Nature of Health and Illness - Scope of Sociology in the Study of Health & Diseases. Health Situation in India

II. Theoretical Perspectives on Illness

Functional, Conflict, Symbolic Interactionist

III. Communicable Diseases

Definition, Occurrence, Mode of Spread and Control
Special Reference on Aids - Sexually Transmitted Diseases

IV. Other Forms of Communicable Diseases in India

V. Infant and Maternal Mortality - Welfare Measures and Changing Trends

SEMESTER II

VI. Social Epidemiology

Cultural Factors bearing on Health in India - Common Occupational Diseases - Health Problems of Women in India

VII. Health Education

Objectives, Principles, Methods of Health Education
Role of Government and non-Governmental Agencies

VIII. Health Care Systems

Health Care Movements

IX. Population Education

Purpose, Guidelines, Biological and Social Factors. Measures of Fertility Control in India

X. Relevance of Sex Education

Sources and Thrust Areas, with particular reference to Indian Society

XI. Project Report

REFERENCE

- Davis B.M., *Community Health and Social Service*
C. William Cockerham, *Medical Sociology*
Yashpal Bedi, *A Hand Book of Hygiene and Public Health*
M.M. Mascarenhas, *Population Education for Quality of Life*
Darikline and David Harmen, *Issue on Population Education*
F. Philip Rice, *The Adolescent Development, Relationships and Culture*
Ajit Kumar Deb, *Psychology and Disorders of Sex*
J.R.Eshleman & B.G. Cashion, *Sociology - an Introduction*
Grusky Oscar and Melvin Pollner (Eds), *The Sociology of Mental Illness: Basic Studies*
Geoffrey Hurd & Etal, *Human Societies - An Introduction to Sociology*
James Davis, *Social Problems - Enduring Major Issues and Social Change*

MODEL I & II
ELECTIVE
SOCIOLOGY OF MASS COMMUNICATIONS

SEMESTER I

- I. Nature and Features of Mass Communication - Types of Mass Media - Role of Mass Media in Communication - Its Impact
- II. Basic Concepts - Journalism, Entropy, Redundancy, Diffusion, Innovation, Transmission, Stimulation, Noise, Reference Group, Mass Culture, Feedback
- III. Sociology of Mass Media - Models - Russian, British, American, Indian
- IV. Theories on Mass Media Effects - Merton, Wople, Lasswell, Ferner, Mc Clelland, Rogers and Tichener
- V. Mass Media and Society - Educational Programmes, Cultural Transmission, Public Opinion, Formation, Village Extension
Effects of Propaganda & Advertising

SEMESTER II

- VI. Role of Mass Media on Democracy, Autocracy and Making of a Global Society
- VII. The Information Society - The Knowledge Revolution - Mass Media for Change
- VIII. Information Technology - Characteristics - Levels of Communication - Use of Library
- IX. The Information Business
- X. Project Report

REFERENCE

- Wright, Charles R, *Mass Communication - A Sociological Perspective*
Agge Warren & Etal, *Introduction to Mass Communication*
Kuppuswamy B., *Communication and Social Development in India*
Rogers, Everett M. (Ed.), *Communication and Development*
Cheong,, Lankom (Ed.), *Mass Media and Life Long Education*
Graham T.T. Moritor, *The Information Society : The Path to Post Industrial Growth*
Merton R.K., *Social Theory & Social Structure*
Beal & Bablen, *Diffusion Process, Extension Science*
Schramer W., *Process and Effects of Mass Communication*
Schramer W., *Communication in Media Society*
Dahama & Bhatnagar, *Education and Communication for Development*

MODEL I & II

ELECTIVE

SOCIOLOGY OF WOMEN

SEMESTER I

- I. Women's Studies - Emergence - Goals - Relevance
- II. Women's Status in Ancient India - Problems of Women in Pre-independence Period
- III. Women's Status in Major Religions (with regard to marriage and family) - Hinduism, Christianity & Islam
- IV. Women in Hindu Tradition - Women in Hindu Religious Practice - Role Models of Women - Women and Rituals (ritual wife, mother, devadasi)
- V. Women and Sexuality - Sexuality and Morality in Marriage - Values of Indian Womanhood - Politics of Sexuality - Desexualisation
- VI. Women's Problems in Modern India (Domestic Violence, Rape & Sexual Harassment, Media Violence) Changing Status in Modern India

SEMESTER II

- VII. Gender and Gender Development through Socialization
- VIII. Division of Labour - Biological and Cultural - Women in Traditional Roles - Role Conflict
- IX. Women and Economy - Women in Paid Work - Problems in Work and non-work
Feminisation of Poverty
- X. Feminist Perspectives - Liberal, Radical, Socialist
- XI. Women's Rights - Constitutional, Legal-Welfare measures
- XII. Women's Awakening - Participation in Social Movements - in Government - Feminist Language
- XIII. Project Report

REFERENCE

- Folbre, Bergmann & Others, *Women's Work in the World Economy*
Sylvia Walby, *Patriarchy at Work*
P. Rathna Swamy, *Marriage, Divorce and Morality*
Robert A. Baron, *Psychology*
Jha, Mehta & Menon (Eds.), *Status of Indian Women, Crisis and Conflict in Gender Issues*
(Vol. I, II & III)
- Wallace & Wolf, *Contemporary Sociological Theory : Continuing the Classical Tradition*
M.J. Antony, *Women's Rights*
Julia Leslie (Ed.), *Roles and Rituals for Hindu Women*
Jyotsna Chatterji, *Religions and the Status of Women*
Kessler & McKenna, *Gender : An Ethnomethodological Approach*
Leela Dube & Others, *Visibility & Power*
Chapman & Gates, *The Victimisation of Women*
S.C. Jain, *Women & Technology*
Maitreyi Krishna Raj (Ed.), *Women's Studies in India - Some Perspectives*
John Desrochers, *Social Movements, Towards a Perspective*
Anderson & Sharrock (Eds.), *Applied Sociological Perspectives*
Haralambos, *Sociology*

MODEL II
COMPLEMENTARY SUBJECT

POLITICAL SOCIOLOGY

SEMESTER I

- I. Introduction
Definition - Emergence of Sociology of Politics - Relevance
- II. Basic Concepts of Political Sociology
States, Elite, Power, Influence, Authority, Political Culture, Social Classes
- III. Political Process
Interest Groups, Pressure Groups, Political Parties, Elections, Political Modernization
- IV. Political Socialization
Definition, Agencies of Political Socialization - Family, Political Parties, Associations, Coalitions etc.

SEMESTER II

- V. Approaches to the Study of Political System
1. Behaviouralism
2. Functionalism
3. Marxism
- VI. Political Leadership
1. Definition
2. Social Determinants with special reference to Kerala
3. Sociology of Indian Politics
- VII. Bureaucracy, Society and Politics
Formal Structure and Decision Making
Bureaucracy - as Instruments of Social Change
- VIII. Public Opinion
Media of Opinion Formation
Government and Public Opinion
- IX. Social Determinants in International Relationship

REFERENCE

- S.M. Lipset, *Political Man*
T.B. Bottomore, *Political Sociology*
Peter.M. Blave & M.W. Meyer, *Bureaucracy in Modern Society*
Robert Dhal, *Modern Political Analysis*
Anil Kumar Mukhopadhyay, *Political Sociology*
William Mitchell, *Sociological Analysis and Politics*
Rajani Kothari, *Caste & Politics in India*
C.W.Hills, *The Power Elite*
A.R. Desai, *Recent Trends in Indian Nationalism*
G. Dahrendorf, *Class & Class Conflict in Industrial Societies*
R. Bhaskaran, *Sociology of Politics*
F. Lindenfeld, *Reader in Political Sociology*
Kaviraj Sudipta (Ed.), *Politics in India*

MODEL II
COMPLEMENTARY SUBJECT
SOCIOLOGY OF ECONOMIC LIFE

Objective - The paper highlights the contributions made by Sociology and Anthropology in studying the economic organizations, particularly in non-market economies. It also focuses on the rural and urban economy in contemporary India, tracing their historical growth, covering traditional and colonial periods. It also reviews rural and urban poverty in contemporary India in a historical perspective.

SEMESTER I

I. Habitat, Economy and Society

Hunting, Food Gathering, Pastoralism, Shifting (Swidden) Cultivation,
Peasantry and Urban - Industrial Economy

II. Organization of Substance Production

1. Division of Work : age, sex, specialization
2. Property Relations : rights in resources
3. Technology, Capital, Savings and Investment

III. Exchange

Barter, Ceremonial Exchange, Reciprocity, Re-distribution Pattern in Subsistence Societies,
Wealth Status and Social Differentiation

V. Fundamentals of

Formalist, Substantivist and Marxist Theories and their Relevance to non-market Economies

VI. Rural Economy in India

1. Features of Rural Economy
2. Traditional Rural Economy
Ancient India
Medieval India
3. Colonial Rural Economy
De-industrialization.
New Land Revenue Policy
Commercialization of Agriculture
The Jajmani System
4. Rural Economy after Independence
Land Reforms
The Green Revolution
Rural Development Programmes

SEMESTER II

VII. Urban Economy in India

1. Features of an Urban Economy
2. Traditional Urban Economy
 - Ancient India
 - Medieval India
3. Colonial Urban Economy
 - Destruction of Urban Handicrafts
 - Growth of Modern Industries
 - New Social Classes
4. Urban Economy after Independence
 - Industrial Policy and its Impact
 - Organized and Unorganized Sectors
 - Social Classes
 - Caste and Occupation

VIII Rural and Urban Poverty

1. Concept and Approaches to Poverty
 - Concept of Poverty
 - Approaches to Poverty
2. Historical Dimension of Poverty
 - Ancient India
 - Medieval India
 - Colonial India
3. Poverty in Contemporary India
 - Rural and Urban Poor
 - Magnitude of Rural and Urban Poverty
 - Rural-Urban Linkages of Poverty
4. Poverty and the Five Year Plans
 - Growth-Oriented Approach
 - Growth with Social Justice
5. Persistence of Poverty
 - Economic and Political Factors
 - Socio-Cultural Factors

REFERENCE

- Bel Shaw C., *Traditional Exchange and Modern Markets*
George Dalton , *Economic Anthropology and Development*
Firth R. (Ed.), *Themes in Economic Anthropology*
Ford D., *Habitat, Economy and Society*
Manning Nash , *Primitive and Peasant Economic Systems*
Sachidananda, *Shifting Cultivation in India*
Desai A.R., *Rural Sociology in India*
Rao M.S.A.(Ed.), *Urban Sociology in India*
Punit A.E., *Profiles of Poverty in India*

MODEL II
COMPLEMENTARY SUBJECT

SOCIOLOGY OF LANGUAGE AND LITERATURE

Objective : The paper attempts to examine language in its cultural context by looking at it both as a means of communication and as a symbol of identity marker in society. It also tries to locate various exercises of language standardization, lexican and dictionary making and literary practices in society as specific society action. It highlights the language-based mobilization in India for nation-building, planning and participation of people displacing ethnic, caste and religiosity.

The Paper also focuses on the sociology of cultural production in its widest sense. This involves the study of the following analytical areas of cultural practices.

- (i) The Emergence and Growth of the Institutions of Cultural Production
- (ii) The Social Organization of Culture

SEMESTER I

I. The Cultural Setting of Language

The role of meaning. Linguistic and Sociological Perspectives of Socio-linguistics
Ethnography of Communication

II. Language as Culture : The Base-super-structure Relations

- 1 Oral Literature and Folklore as Ethnographic Primacy of Text
- 2 Primacy of Written Text in Post Modern Society, Literary Practices, Dictionary Making, Standardization of Speech

SEMESTER II

III. From Colonial Verticalism to Linguistic Horizontalism

A Case for Decentralization and Nation Building

IV. Institutions of Cultural Production

1. Instituted Artists
2. Artists and Patrons
 - Emergence of Patronage
 - Retainer and Commission
 - Protection and Support
 - Sponsorship
 - Public as 'Patron'
3. Artists and Market
 - Artisanal
 - Post-artisanal
 - Market Professional
 - Corporate Professional

4. Post-market Institutions
 - Modern Patronage
 - Modern Intermediate
 - Governmental

V. Social Organization of Culture

1. Culture as a Signifying System
 - Signifying Practice
 - Cultural and Other Practices
 - Transformations
 - Modern Communications
 - The Range of Arts
 - Social Organization of Culture
2. The Sociology of Intellectuals
 - Intellectuals and Intelligence
 - Intellectuals and the Specialization of Ideas
 - Relations of Cultural Producers with Dominant Groups
 - Types of Integration and the 'uncommitted' Intelligenstia
3. Historical Changes
 - Cultural Minorities and Popular Culture
 - Bureaucracies
 - Extended Markets and Cultural Exports
 - Information Processes
 - Altered and Alterable Relations

REFERENCE

- Goody J, (Ed.), *Literacy in Traditional Societies*
- Khush Chandani, L., *Plural Languages, Plural Cultures, Communication, Identity and Socio Political Change in Contemporary India*
- Olsan S.H., *The End of Literacy Theory*
- Trudgill P., *Socio-linguistics : An Introduction to Language and Society*
- Williams R., *Culture*

MODEL II
COMPLEMENTARY SUBJECT
HISTORICAL SOCIOLOGY

SEMESTER I

I. Sociology as Science

1. Nature and Scope of Sociology
2. Sociology and History - Relationship - Similarity and Differences
3. Historical Sociology - An Inter-disciplinary Approach to Study of Society - Nature and Scope

II. Indian Society - A Socio-Historical Study

1. Traditional Indian Society (Social Institutions)
2. Medieval Society
3. Pre-Independent Indian Society
4. Post-Independent Indian Society

III. Indian Social Structure

1. Traditional Hindu Social Organization - Ashramas, Varna, Purusharthas, Karma
2. Social Stratification - Caste System - Its Functions, Characteristics, Changes
3. Caste among Muslims and Christians

IV. Indian Culture and Change

1. Study of Culture - Historical and Sociological Perspective
2. Theories on Change - Cyclical, Evolutionary, Linear, Functionalism, Conflict Theories

SEMESTER II

V. Gandhian Action for Social Change

1. Gandhi and Gandhism
2. Gandhian Model of Social Change
3. Social Evils and Gandhian Remedies

VI. National Movement - Sociological Analysis

1. Political Nationalism
2. Revolutionary, Regressive, Reform and Expressive Movements

VII. Status of Women - Socio-Historical Analysis

1. Ancient
2. Medieval
3. British
4. After Independence

VIII. Social Problems - Socio-Historical Approach

1. Poverty
2. Unemployment
3. Population

REFERENCE

- Raghavan Iyer, *The Moral and Political Thought of Mahatma Gandhi*
R.C.Majumdar, *The History and Culture of the Indian People*
Gisbert P., *Fundamentals of Sociology*
Ogburn & Nimkoff, *Sociology*
Andre Beteille , *Caste, Class and Power*
Dutt R.P., *India, Today and Tomorrow*
Desai A.R., *Social Background of Indian Nationalism*
Deshmukh, *Economic Development in India*
Panikar K.M., *Hindu Society at Cross Roads*
Rao M.S.A., *Social Movements and Social Transformation*
Lewis Coser A., *Masters of Sociological Thought*
Madan C.R., *Indian Social Problems, Vol. I*
Bottomore & Etal, *A History of Sociological Analysis*
Hutton J.H., *Caste in India*
Neera Desai, *Women in Modern India*
Neera Desai and Krishnaraj, *Women and Society in India*
Kingsly Davis, *Human Society*

MODEL II
COMPLEMENTARY SUBJECT
STATISTICS FOR B.A. SOCIOLOGY

SEMESTER I

- I. Meaning and Scope of Statistics - Importance, Limitations and Functions of Statistics
- II. Collection of Statistical Data from Primary and Secondary Sources
Different Methods of Collection of Data - Sampling, Census
- III. Presentation of Data, Classification and Tabulation - Class Intervals and Frequency Distribution
- IV. Diagrammatic and Graphic Representation of Data - Bar Diagrams, Pie Diagrams, Histogram Frequency Polygon, Frequency Curve & Ogives
- V. Measures of Central Tendency - Arithmetic Mean, Median and Mode
- VI. Measures of Dispersion - Mean Deviation, Standard Deviation, Quartile Deviation

SEMESTER II

- VII. Meaning of Correlation, Simple Methods of Showing Linear Correlation between two Variables
The Scatter Diagram, Rank Correlation
- VIII. Rudiments of Probability Concepts - Mutually Exclusive and Independent Events -
Addition and Multiplication Theorems, Elementary Applications
- IX. Index Numbers - Definition, Uses, Problems in the Construction of Index Number -
Simple and Weighted Indices. Test of an Index Number
- X. Concept of Test of Significance. Test for Proportion and Tests for Mean,
based on Normal Distribution

REFERENCE

- S.P. Gupta, *Statistical Methods*
B.N. Asthana, *Elements of Statistics*
D.C.Sanchet & V.K. Kapoor, *Statistics*
Elmer B.Mode, *Elements of Statistics*
Croxtton & Cowden, *Applied General Statistics*
Meyer, *Introduction to Probability and Statistical Application*
Lillian Cohen, *Statistical Methods for Social Scientists*
Hagood & Price, *Statistics for Sociologists*

MODEL II
COMPLEMENTARY SUBJECT
COMPUTER APPLICATIONS

SEMESTER I

- I. Computer Fundamentals - Introduction to Programming Language and Flowcharting Technique, Application of Computer in Modern Society - Data Storage, Processing and Retrieval - Concepts of Office Automation
- II. Introduction - Basic Programming Language
- III. A brief introduction to Operating Systems and Basic DOS Commands - An Introduction to Windows Operating Systems - Microsoft Windows 3.11 and Windows 95 - Introduction to Windows, Running and Managing Multiple Applications - File Management through Windows
- IV. Word Processing Concepts and MS WORD. Word Processing MS WORD Features - Creating Text, Editing and Formatting Text Features, Printing a Document, Mail Merging etc. Desk Top Publishing Packages, like Aldus / Adobe Page Maker / Corel-Ventura
- V. Introduction to Spreadsheets - LOTUS / MS EXCEL - Entering Data and Formulae, Creating Graphs - Table Handling - Data Base Management - Finding Records with Data Form - Adding/ Deleting Records - Filtering Records in a Worksheet - Designing Macros

SEMESTER II

- VI. Introduction to INTERNET, Networking - Local Area Network (LAN), Wide Area Network (WAN), Metropolitan Area Network (MAN)
- VII. Introduction to any Package on Social Science - SPSS
- VIII. Practical
 - (i) Demonstration of all the packages and programming using Foxpro and BASIC
 - (ii) Development of small project using Foxpro
 - (iii) Preparation of Statistical Graphs and Tables using any of the packages

REFERENCE

Dzintar E. Dravniets (Ed.) , *The IBM Personnel Computer Hand book*
WSI Staff, *IBM PC User's Hand book*
Subhash Mehta, *DOS Made Simple*
Mary Campbell, *Micorsoft Word for Windows*
Charles Sicgal, *Mastering Foxpro 2.5*

MODEL II
COMPLEMENTARY SUBJECT
HOSPITAL MANAGEMENT

SEMESTER I

- I. Organization and Behaviour - Organizational Structure and Roles - Group life, Types of Groups - Formal, Informal
- II. Motivation - Job Situation, Job Satisfaction - Motivation for Work and Service
- III. Organization & Change - Hospital as a Social System- Human Factors - Public Relations in Hospitals and Change
- IV. Communication in Management Process - Media Techniques
- V. Hospital and Medical Care Institution - Types, Functions and Medical Care
- VI. Hospitals as Organization - Governing Authority, Channels of Authority - Division of Labour & Specialization
- VII. Hospital Hazards - Management, Types of Hospitals - Multi Speciality, Teaching, Private, Voluntary, P.H.Centres

SEMESTER II

- VIII. Hospital Information System - Structure, Functions
- IX. Hospital Information Services - Information Centres
- X. Managerial Economics - Hospital Resources / Issues, Public Sector
- XI. Financial Management
- XII. Materials Management - Role and Functions of Materials Management - Stores
- XIII. Facilities Planning - Location, Layout, Hospital Sanitation, Maintenance, Types, Policy
- XIV. Hospital as a Social Service Institution - Involvement of Voluntary Organizations

REFERENCE

- Robbins, *Organizational Behaviour*
- K.R. Balan, *Public Relations*
- Goel & Kumar, *Hospital Administration and Management - Vol. II*
- Kuchhal, *Financial Management*
- Backkan A.R.and Mol J.L., *Hospital Administration - Vol.I*
- Dufty N.F., *Managerial Economics*
- Dafla A.K., *Integrated Materials Management*

MODEL II
VOCATIONAL SUBJECT

HUMAN RESOURCES MANAGEMENT

Paper I - Sociology of Industrial Relations

This paper attempts a sociological analysis of the structure and processes of industrial organizations. It also aims at an analysis of the sociological contributions to the understanding of industrial organizations.

SEMESTER I

I. Introduction. Concepts, Nature, Scope, Methods, Importance, Origin and Evolution of Industrial Sociology - Types of Industrial Relations - Relation between Industry and Family, Education, Government, Modern Economic Agencies, Caste System

II. Industrial Society

Evolution of the Factory System
Industrial Evolution in India
Characteristics of Industrial Society
Socio-Industrial Thought - Marx, Durkheim, Weber, Mayo, McLelland

SEMESTER II

III. Industrial Disputes

Definition, Causes, Forms, Effects
Prevention - Collective Bargaining, Participative Management, Bonus, Grievance Procedure, Works Committee, Work Organisation. Code of Discipline
Settlement - Mediation, Conciliation, Arbitration, Adjudication
Bodies for Settling Disputes in India
Industrial Disputes Act

IV. Trade Union Movement

Definition, Objectives, Functions
Growth of the Movement - National and International Scene
Problems and Issues Related to Trade Unions in India
Trade Union Act 1926

V. Project Report

REFERENCE

Tyagi B.P., *Labour Economics and Social Welfare*
Gisbert Pascual S., *Fundamentals of Industrial Sociology*
Delbert C. Miller & William H. Form, *Industrial Sociology*
Schneider Eugene V., *Industrial Sociology*
Sexena R.C., *Labour Problems and Social Welfare*
G. Fried Mann, *Industrial Society*
Parker & Smith, *The Sociology of Industry*

MODEL II
VOCATIONAL SUBJECT
HUMAN RESOURCE MANAGEMENT

Paper II - Labour Legislation

SEMESTER I

I. Introduction

Need for Labour Legislations
History of Labour Legislations
History of Labour Legislations in India
Constitutional Provisions
Classification of Labour Laws

II. Factories Act 1948

III. The Minimum Wages Act 1948

SEMESTER II

IV. Plantations Labour Act 1951

V. Kerala Agricultural Labourers Act 1974

VI. Kerala Shops and Commerical Establishments Act 1960

VII. Kerala Head Load Workers Act 1978

VIII. Project Work

REFERENCE

Ajay Garg, *Labour Laws*
H.U.D. Prasad, *Handbook of Labour Law*
Monja M.L., *Industrial Relations and Labour Laws in India*
Malik P.L., *Industrial Law*

MODEL II
VOCATIONAL SUBJECT
HUMAN RESOURCE MANAGEMENT

Paper III - Human Resource Management

SEMESTER I

I. Introduction

Concepts, Principles & Objectives of Manpower Planning and Development
Human Resources Planning - Steps & Areas

II. Development of Management Philosophies

Rational & Social System Models

III. Selection, Training and Development

Definition of Terms - Recruitment, Selection and Placement
Scientific & Non-Scientific Methods of Selection
Training Techniques, Evaluation of Training, Counselling

SEMESTER II

IV. Performance Appraisal

The Concept of Performance Appraisal
Methods, Problems, Appraisal Interview

V. Wages & Salary Administration

Methods of Wage Payment
Wage Incentive Systems, Profit Sharing, Dearness Allowance

VI. Promotions, Transfers & Retirement

Purpose and Criteria for Promotions and Transfers
Problems in Promotions and Transfers
Provisions and Benefits at Retirement
Superannuation, Voluntary Retirement Schemes

VII. Project Report

REFERENCE

- Carsell, Kuzmits & Elbert, *Personnel Human Resources Management*
Alan Mumford, *The Manager & Training*
Xavier Labour Relations Institute, *Basic Managerial Skills for All*
Sing N.K. (Ed.), *Personnel Management in Some Asian Countries*
Arun Monappa & Mirza Saiyadin, *Personnel Management*
Dwivedi R. S., *Manpower Management*

MODEL II
VOCATIONAL SUBJECT
HUMAN RESOURCES MANAGEMENT

Paper IV - Organizational Behaviour

SEMESTER I

Introduction

Concepts, - Organization & Organizational Behaviour
Organizational Behaviour Models

I. Motivation

Meaning & Processes of Work Motivation
Theories - Traditional and Modern

II. Organizational Structure

Concepts - Line and Staff
Levels of Management
Functions of Management
Types of Staff
Line - Staff Conflicts

V. Communication

Communication in Organisations
Channels of Communication
Planning for Effective Communication

SEMESTER II

VI. Leadership

Theories of Leadership
Leadership Styles
Team Management

VII. Job Satisfaction

Correlates of Job Satisfaction
Job Satisfaction and Performance

VIII. Conflict and Stress in Organizations

Individual and Interpersonal Aspects of Conflicts Strategies for Conflict Resolution

X. Project Report (On the job training desirable)

REFERENCE

- Davis & Scott, *Human Relations and Organizational Behaviour*
Fred Luthans , *Organizational Behaviour*
Edgar H. Schein , *Organisational Psychology*
Hersey Paul & Blanchard Kenneth, *Management of Organisational Behaviour*

MODEL II
VOCATIONAL SUBJECT
EDUCATION

Paper I - Sociology of Education

SEMESTER I

- I. Education - Its Meaning, Philosophical & Sociological Approaches on Education - Idealistic - Naturalistic - Holistic and Pragmatic
- II. Types of Education - Formal, Informal and Non Formal - Teacher Centered - Child Centered and Life Centered Education - Education as a Social Institution - Class Room as a Social System - Sociometry
- III. The Goals of Education - Education for Democracy
National Integration, Social Development, International Understanding
- IV. Growth and Development of Children - Needs and Problems of Children and Adolescence
- V. Sex and Hygiene - Relevance of Sex Education, Concept of Masculinity, Femininity, Androgyny, Homosexuality - Variability by Culture, Sexual Deviance
Mental Hygiene : Definition - Significance of Health Education -
Problems of Instruction

SEMESTER II

- VI. Learning : Theories of Learning - Social Learning - Motivation in Learning
- VII. Heredity and Environment, Psychological & Social Environment
- VIII. Individual Differences - Areas of Individual Differences, Educational Provisions for Exceptional Children - Special Problems of the Culturally Disadvantaged Children - The Role of Parents, Teachers and community in Helping Maladjusted and Handicapped Children - Compensatory Education - Remedial Teaching - Special Schools.
- IX. Problems of the Modern Educational System
- X. Project Report

REFERENCE

- Holdges M. Harold, *Conflict & Consensus - An Introduction to Sociology*
B. Kuppaswamy, *Social Change in India*
Mammoria, *Social Problems and Social Disorganization in India*
S.P. Chaube & A. Chaube, *Comparative Education*
Karl C. Garrison, *Psychology of Adolescence*
D.P. Vora, *Evolution of Morals in the Epics*
K.G. Saiyidain, *Education, Culture and the Social Order*
Rose M. Somerville, *Introduction to Family Life and Sex Education*
Ajit Kumar Deb, *Psychology and Disorders of Sex*
Yashpal Bedi, *A Handbook of Hygiene and Public Health*
M.M. Mascarenhas, *Population, Education for Quality of Life*
F. Philip Rice, *The Adolescent, Development, Relationships and Culture*
Adams John, *Modern Developments in Education Practice*
Aggarwal J.C., *Development and Planning of Modern Education*
Aggarwal J.C., *Progress of Education in Free-India*
Asian Institute of Educational Planning and Administration, *Life Long Education*
Barnes and Noble, *The History of Education*
Brubacher J.S., *History and Problems of Education*
Cock and Cock, *Sociological Approach to Education*
Cunningham W.F., *The Pivotal Problems of Education*
Frederick Eby, *The Development of Modern Education*
Kothari D.S., *Report of Education Commission in Education and National Development*
Mudaliar A.L., *Report of the Education Commission*
Percy Nunn, *Education, Its Data and First Principles*
Saiyidan K.G., *Fact of Indian Education (NCERT)*
Unnithan T.K.N., *Towards a Socialism of Culture in India*
Whitehead A.N., *The Aims of Education*
Gerald Bernbaum, *Knowledge and Ideology in the Sociology of Education*
Terry Faw, *Child Psychology*
S.S. Chauhan, *Advanced Educational Psychology*
Young & Mack, *Sociology & Social Life*
K.C. Panda, *Education of Exceptional Children*
Aggarwal & Malhotra, *Research in Emerging Fields of Education,
Concepts, Trends and Prospects*
Prof. S. Madhavan Nair, *Education : Its Philosophy, Psychology & Technology*
S.K. Kochhar, *The Teaching of Social Studies*

MODEL II
VOCATIONAL SUBJECT
EDUCATION

Paper II - Education in Indian Society

SEMESTER I

- I. Historical Development of Education in India - Ancient India - Pre British Period - British Education - Post Independence Period - The Concept of Education in Gandhian Thought
- II. Functions of Education - Education for Socialization - Social Control - Transmission of Culture - Social Change - The Role of Teachers & Parents - The Role of Community and Mass Media - The Role of Libraries
- III. Traditional Indian Values (Spirituality - Simplicity - Truth - Tolerance - Collective Existence - Self Realization)
Modern Values in India - Democracy, Secularism, Socialism
Changing Values - Corruption, Factionalism, Consumerism, Individualism
The Significance of Value Education - Role of Teachers, Parents and Media - The Educational Functions of Religion - Arguments in Favour and Against

SEMESTER II

- IV. Levels of Education - Pre-School Education - Primary Education - High School Education - Problems of Education. Universalisation, Equilisation of Educational Opportunities, Vernacular Education - The System of Instruction - Public Schools, Private Schools, Government Schools - Disparity in Composition & Standard of Education
New Attempts of Revival (Navodaya) - Educational Scholarships - Experiments in Education, Weakness of the Recent School System
- V. University Education & College Education - U.G.C. Guidelines - Challenges of Higher Education - Open University System - Distance Education - Vocational Courses - Self-Financing Institutions - Problems of Student Emigration
- VI. Co-education in India - Objections
- VII. Women's Education in India - Problems and Prospects
- VIII. Population Education - Its Need in India - Measures of Fertility Control in India
- IX. Project Report

REFERENCE

- Anne Anasthasia, *Psychological Testing*
Morries L. Bogge, *Learning Theories for Teachers*
L.D. Crow, & Crow A., *Educational Psychology*
Gagne R., *Conditions of Learning*
Elizabeth Hurlock, *Child Development*
Marlow A.H., *Motivation and Personality*
Peel E.A., *Psychological Basis of Education*
Dewey John, *Democracy & Education*
Gore N.S. & Etal, *Papers of Sociology of Education*
Kilpatrick W.H.P., *Philosophy of Education*
Mathur V.S., *Sociological Approach to Indian Education*
Rose J.S., *Ground Work of Educational Theory*
Whitehead A.N., *The Aims of Education*
Seymour B. Sarason & John Doris, *Educational Handicap, Public Policy and Social History*
Brubacher J.S., *Modern Philosophies of Education*
B. Kuppaswamy, *Social Change in India*
Dr. Radhakrishnan, *Hindu Social Organization*
S.C. Dube, *Tradition and Development*
S.P. Chaube & A. Chaube, *Comparative Education*
J.C. Aggarwal, *Development and Planning of Modern Education*
M.R. Paliwal, *Social Change and Education*
Yashoda Mahindra Singh, *Educational Administration & School Organization*
Marina Pinto, *Federalism and Higher Education*
M.S. Gore, *Education and Modernization in India*
Sage, *Journal of Value Education*
Association of Indian Universities, *University News*
U.G.C., *Journal of Higher Education*

MODEL II
VOCATIONAL SUBJECT
EDUCATION

Paper III - Adult Education in India

SEMESTER I

- I. Illiteracy and its Causes - Reasons for Eradication of Illiteracy - Literacy Rate (India, Kerala)
- II. Adult Education - Philosophy - Goals - Problems - Significance in Rural Education
- III. Literacy and Development - National Literacy Mission - Literacy Campaigns - Functional Literacy - Basic Literacy- Work Place Literacy - Legal Literacy - The Role of Voluntary Organizations - Field Functionaries - Post Literacy and Continuing Education - The Use of Mobile Libraries - Use of Mass Media

SEMESTER II

- IV. Role of Motivation - Importance of Motivation - Methods of Motivating Adults -Role of Voluntary Agencies - The Role of Government - The Role of Local Leadership - Role of Universities and Colleges - Literacy as a Social Movement - Women's Participation
- V. Training of Literacy Workers, Socio-Economic Aspects of Training - Background Knowledge - Training in the Use of Audio-Visual Aids - Training in Teaching Method - Practical Work in Training - Training for Post-Literacy Work
- VI. Literacy Movement in Kerala - Discussion and Evaluation
- VII. Project Report

REFERENCE

- Dr. Mali M.G., *Adult Education in India*
Chandra & Shah, *Non-Formal Education for All*
Jesudasan, Roy & Koshy (Eds.), *Non-Formal Education for Rural Women*
Knowles M.S., *Informal Adult Education*
Sheats & Spencer, *Adult Education - A Community Approach*
Anil Bordia & Etal, *Adult Education in India*
Chaube & Chaube, *Comparative Education*
N.K. Singh, *Education & Social Change*
Bhatia, Chanda, Kadyan & Sharma, *Modern Indian Education and Its Problems*
S.K.Nanda, *Indian Education and its Problems Today*
I.A.E.A., *Indian Journal of Adult Education*

MODEL II
VOCATIONAL SUBJECT

EDUCATION

Paper IV - Extension Education

SEMESTER I

- I. Community Development & Extension - Concept - Approach - Objectives - Organization - Programmes - Evaluation
- II. Extension as Education - Concept of Extension Education - Philosophy & Principles of Extension Education - Non-formal Education & Rural Development - Distinguishing Features - Scope - Extension as a Process - Motivation in Extension
- III. Concept of Communication - Scope of Communication - Extension Approaches & Methods - Role of an Extension Worker - Qualities of an Extension Worker - Role of a Teacher in Extension Education - Type of Teaching Methods - Teacher Learning Process - Teacher Evaluation - Use of Audio-Visual Aids & Mass Media

SEMESTER II

- IV. Meaning and Principles, Programme Planning - Nature & Scope of Programme Planning - Steps for Making a Programme - A Model of Program Planning
- V. Community Development and National Service - People's Participation
- VI. Governmental & Non-Governmental Agencies for C.D & Extension - Other Welfare Programmes & Services
- VII. Project Report (Teaching Practice, Community Work etc.desirable)

REFERENCE

- P.R. Sinha, *Studies in Extension Education*
A.A. Reddy, *Extension Education*
Herebero, *Rural Development & Social Change*
Vivek Ranjan Battacharya, *New Face of Rural India*
S.B.Sarason & J.Doris, *Educational Handicap, Public Policy & Social History*
Chawbe & Chawbe, *Comparative Education*
S.N. Battacharya, *Community Development*
R.P.Mishra, *Local Level Planning & Development*
Mishra & Sundaram, *Rural Area Development -Perspectives & Approaches*
C. Jain, *Rural Development, Institutions & Strategies*
Dahama & Bhatnagar, *Education & Communication for Development*
Journal of Rural Development

MODEL II
VOCATIONAL SUBJECT

GUIDANCE AND COUNSELLING

Paper I - Bases of Human Behaviour

SEMESTER I

- I. a. Social Development - Theories of Development - Biological, Psychodynamic - Learning Theories, Cognitive Theories, Cultural Contextual Theories
- b. The Development of Attachment - Patterns of Attachment, Effects of Attachment
The Process of Socialization - Agents of Socialization - Parents, Peers - School -
Development of Gender Roles - Moral Development
- II. Emotional Development - Conditions Responsible - Characteristics,
Theories of Emotion - Emotional Control

SEMESTER II

- III. Intelligence - Definition - Theories of Intelligence - Spearman, Thurston, Guilford, Sternberg, Gardner - Intelligence Tests - Stanford Binet, Wechsler Scales, Group Tests Performance and Culture Fair Tests - Criticism on IQ Tests - Heredity Vs Environment - Mental Retardation - Gifted Children
- IV. Personality - Psychodynamic Theories (Freud, Adler, Jung, Karen Horney, Erik, Erikson)
Humanistic Personality Theories (William James and Carl Rogers) -
Trait Theories - Behavioural Theories - Social Learning Theories,
Personality Assessment
- V. Group Dynamics - Social Facilitation, Social inhibition - Deindividuation -
Polarization - Group Thinking
- VI. Project Report

REFERENCES

- Hoffman, Paris & Hall, *Developmental Psychology Today*
Stewart, Perlmutter and Friedman, *Lifelong Human Development*
Papalia & Olds, *Human Development*
B. Hurlock, *Developmental Psychology*
B. Hurlock, *Child Development*
McDavid & Harari, *Social Psychology*
Morris, Charles G., *Psychology, An Introduction*
Philip, Zimbardo, *Psychology and Life*
B.Kuppuswamy, *Child Behaviour and Development*
Bhattacharya, *Psychology of Child Development*
Grace J. Craig, *Human Development*
James D. Page, *Abnormal Psychology*
Colmann, *Abnormal Psychology*

MODEL II
VOCATIONAL SUBJECT
GUIDANCE AND COUNSELLING

Paper II. - Principles of Guidance

SEMESTER I

I. Guidance - An Overview

Need and Significance of Guidance, Emergence of Guidance - Factors Contributing to Emergence of Guidance - Guidance in Olden Days - New Trends in Guidance

II. Guidance Techniques

Types of Guidance - Individual & Group Guidance - Individual Guidance - Goals - Initial Interview - Case Study Method - Steps to Understanding Child - Group Guidance - Definition - Attitudes and Skills of Group Counsellors - Need for Group Guidance - Areas of Group Guidance - Responsibilities of Group Members - Key Principles of Group Guidance - Group Discussion and Group Activities

III. Areas of Guidance & Role of Guidance

Individual Difference - Understanding Talents & skills - Guidance of Talented Children - Guidance of Under-Achievers - Guidance of Culturally Handicapped

IV. Areas of Guidance

Leisure Time Guidance - Meaning of Leisure, Need for Leisure Time Guidance - Function of Leisure, Leisure and Human Development - Relaxation - Recreation - Class and Leisure Time Activities - Social Skills & Leisure - Sports and Leisure - Responsibility in Leisure Time Activities

SEMESTER II

V. Vocational and Career Guidance

Characteristics of a Career Guidance Worker - Essential Steps in Choosing a Career - Essential Items in the Study of Occupation - Essential Items in Studying an Individual in terms of Occupation - Sources of occupational information - Common Mistakes in Choosing a Career

VI. Guidance in School

Importance of Guidance in School - Teacher as a Guidance Worker - Role of a Teacher - Teacher - Student Relationship - Establishment of a Guidance Cell in School

VII. Guidance towards Life Goals

Meaning and Implication of Life Goals - Difficulty of Choosing Life Goals - Factors Influencing Life Goals - Self Concept as a Guide to Life Goals - Service as a Life Goal - Satisfaction as a Life Goal - Role of Family, School and Religious Institutions in Developing Life Goals - Responsibilities of Religious Bodies for Life Goal Guidance

VIII. Guidance in India

Evolution of Guidance in India - Role of Voluntary and Non-Voluntary Bodies - Services Available - Educational Guidance, Vocational Guidance, National Policies - Present Status of Guidance

IX. Project Report

REFERENCES

- Chowdary and D'Souza, *The School Guidance Service*
Crow and Crow, *An Introduction to Guidance*
Humphreys & Traxler, *Guidance Service Science*
Knopp, *Practical Guidance Methods*
Kochar, S.K., *Guidance in Indian Education*
S. Narayana Rao, *Counselling & Guidance*
Walter F. Johnson, *Guidance and Counselling in Groups*
Jones R.N., *Theory and Practice of Counselling Psychology*

MODEL II
VOCATIONAL SUBJECT
GUIDANCE AND COUNSELLING

Paper III - Principles of Counselling

SEMESTER I

I. Emergence and Growth of Counselling

Introduction - History - Important Periods in the Development - Need for Counselling
- Factors Contributing to Emergence of Counselling

II. Modern Trends in Counselling

General Trends in Counselling - Counselling Movements in Other Countries & in India
- Role of Voluntary and Non-voluntary Agencies in Counselling - Modern Trends in
Counselling - Transactional Analysis - Rational Emotional Therapy - Crisis Intervention
- Problem Solving

III. Approaches to Counselling

Model of Counselling - Types of Approaches - Application of Various Schools of
Psychology in Counselling - Psychoanalytic, Humanistic, Existentialistic, Behaviouristic
- The Eclectic Approach

IV. Counselling Process

Characteristics of Counsellor, - Qualities of a Good Counsellor, - Client - Counsellor
Relationship - Factors - Role of a Counsellor - Values in Counselling - Preparation for
Counselling - Physical Settings - Rapport Building - Proceedings of Counselling -
Denying Objectives (goals) of Counselling - Communication Skill - Empathy - Limiting
Counselling Interactions - Factors for Ending Counselling Process - Factors Contributing
to the Control of Relationship - Variables Affecting Counselling Process, Counsellor,
Counselee - Portrait of Effective Counselling

SEMESTER II

V. Steps in Counselling

Pre-Counselling Interview - Case History, Fixing up an Appointment - Interviewing -
Essential Aspects. Opening and Closing Remarks - Non-Verbal Communication in
Counselling - Techniques of Seeking Information - Timing Transference - Resolving -
Counter Transference - Feeling - Sources of Resistance - Handling Resistance

VI. Psychological Testing in Counselling

Need for Psychological Testing - Limitations of the Use of Tests - Types of Tests -
Functions of Tests - Test Interpretation - Factors Affecting Psychological Test Results -
Non-test Client Evaluation - Common Diagnostic Classification Systems in Counselling

VII. Types of Counselling

Directive Counselling - Individual Counselling - Group Counselling -
Sensitivity Training - Need & Functions, Family Group Consultation

VIII. Areas of Counselling

Family Counselling - Student Counselling - Career Counselling - Marital Counselling
- Pre-marital / Marital Counselling - Genetic Counselling - Counselling Handicapped,
Adolescent Counselling - Counselling Women

IX. Project Report (on the job-training desirable)

REFERENCES

- Fusfer J.M., *Psychological Counselling in India*
Hansen J.C., *Counselling Psychology*
Bordin E.S., *Psychological Counselling*
Brammer, L.M & Shostrom E.L., *Therapeutic Psychology, Fundamentals of
Counselling & Psychotherapy*
Charles J.Gelso, Bruce R., *Counselling Psychology*
S.Narayana Rao, *Counselling & Guidance*
Walter F.Johnson, *Guidance and Counselling*
Lewis F. Preanall, *Occupational Counselling and Referral Systems*
D. John Antony, *Skills of Counselling, Microskill Model*

MODEL II
VOCATIONAL SUBJECT

GUIDANCE AND COUNSELLING

Paper IV - Family Counselling

SEMESTER I

- I. Family Organization and Disorganization - The Kinship Group and Decline - Emergence of the Marriage Group - Recent Changes in the Indian Family - Structure & Functions - Changes in Traditional Values - Gender Roles - Role Changes - Role Couples, Personal Disorganization
- II. Personal and Social Adjustments at Different Stages - Nature of Adolescence - Problems of adolescence - Generation Gap, Personal and Social Adjustment in Early Adulthood - Personal and Social Hazards - Vocational Adjustments - Identity Crisis
- III. Middle Age - Marital Adjustment - Career Adjustment - Adjustment to Fatherhood / Motherhood - Adjustment to Loss of Spouse - Retirement Crisis - Old Age Problems - Adjustment to Retirement - Changes in Family Due to Loss of Spouse
- IV. Communication Network in the Family, Problems of Family Interaction - Separation of Spouse - Separation of Children - Career Aspirations - Effects of Nucleasation of Family - Working Mother - Mass Media - Changing Value System - Loss of Parental Control - Gender Conflict

SEMESTER II

- V. Counselling Families with Children - Parent - Child Relationships - Mother Child Dependency - Economic Dependency - Sibling Relationship - Birth Order Problems - Sources of Stress - Areas of Stress Coping Strategies - Unrealistic Demands on Children - Child Rearing Practices - School Crisis - Parental Anxiety - Care of the Aged
- VI. Marriage Counselling: Need and Significance of Pre-marital Counselling - Marital Counselling - Factors Leading to Disharmony - Counselling for Marriage Harmony - Sex Deviance
- VII. Genetic Counselling - Need and Significance - Influence of Genetic Endowment on Abnormal Behaviour - Pregnancy Problems - Termination of Pregnancy - Prevention of Disorders - Elimination of Misunderstanding
- VIII. Counselling Women- Need and Significance - Value of Womanhood, Role of Mother - Role Taking Skill - Attitude Change on Status - Career Counselling- Laws Regarding Women - Welfare Programmes for Women
- IX. Project Report

REFERENCES

- Lewis F. Preanall, *Occupational Counselling and Referral Systems*
- Fred McKinney, *Counselling for Personal Adjustment in Schools and Colleges*
- George M. Gazde, *Group Counselling - A Developmental Approach*
- Howard J. Parad (Ed.), *Crisis Intervention, Selected Readings*
- Narayana Rao S., *Counselling Psychology*
- Gerald Handel, *The Psycho-Social Interior of the Family*
- Paolucci, Hall & Axim, *Family Decision Making -An Eco-system Approach*
- Ernest J. Green, *Personal Relationships - An Approach to Marriage & Family*
- Judson J. Landis & Mary Landis, *Personal Adjustment - Marriage and Family Living*
- Maxina Davis, *Sexual Responsibility in Marriage*
- Antony A. D'Souza, *Happiness in Marriage*
- Jack Dominion, *Marital Break Down*
- Mable Fonseca, *Counselling for Marital Happiness*
- Horton Leslie, *The Sociology of Social Problems*
- Queen Bodenhafer & Harper, *Social Organization and Disorganization*

MODEL II
VOCATIONAL SUBJECT
SOCIAL WORK

Paper I - Part A - History and Fields of Social Work

SEMESTER I

- I. Concept of Social Work, Social Service, Social Reform, Social Welfare and Action
- II. Historical Development of Social Work in the 19th and early 20th Century & Their Applicability in India
- III. Social Work as a Profession - Development of Professional Social Work in India - Fields of Social Work - Status of Professional Social Worker
- IV. History of Social Welfare Activities in India
- V. Role of Governmental and Non-Governmental Organizations in Promoting Social Welfare and Social Work Profession in India

REFERENCE

- Aruther Fink & Co, *The field of Social Work*
Banerjee G.R., *Papers on Social Work : An Indian Perspective*
Cohen Nathan E., *Social Work in American Tradition*
Khinduka S.D.(Ed.), *Social Work in India*
Hans Nagpaul, *The Study of Indian Society*
M.S. Gore, *Social Work & Social Work of Education*
Das Gupta, *Towards a Philosophy of Social Work in India*

Paper I - Part B - Methods and Philosophy of Social Work

SEMESTER II

- I. Social Work - Definition - Scope for Social Work in the Indian Situation - Methods of Social Work - Professionalism in Social Work
- II. Gandhian Philosophy of Social Work - Its Relevance to Contemporary Indian Society
- III. Philosophical Values of Social Work - Democratic Framework as the Basis - Worth and Dignity of Individual - Influence of Various Forces on Individual Right for Self Direction - Initiative of Groups - Society's Role to Fulfill the Individual, Group and Community
- IV. Concepts in Social Work - Need & Problems - Adjustment - Maladjustment Client-Agency Relationship - Role - Status - Authority - Primary and Secondary Settings
- V. Professional Social Worker - Capacity to accept Objectivity - Emotional Maturity - Adherence to Code of Ethics - Identification with the Problem
- VI. Project Report

REFERENCE

- Kulkarni V.M., *Voluntary Action in Developing Society*
Paul Chawdhary, *Introduction to Social Work*
Mazumdar, Ammu Menon, *Social Welfare in India*
Natarajan S.A., *Century of Social Reform in India*
Sarma D.S., *Studies in the Renaissance of Hinduism*
Stroup H.H., *Social Work - An Introduction to the Field*
Wadia A.R., *History and Philosophy of Social Work in India*
Witmer Helen L., *Social Work : An Analysis of Social Institution*
Woodroffe, *From Charity to Social Work*
Young A.F. & Ashton E.T., *British Social Work in Nineteenth Century*
Charles Zastrow, *The Practice of Social Work*
Galaway and Compton, *Social Work Process*

MODEL II
VOCATIONAL SUBJECT
SOCIAL WORK

Paper II - Part A - Social Case Work

SEMESTER I

- I. Social Case Work - Definition, Purpose and its Relation to Other Methods of Social Work
- II. Components of Social Case Work - The Client, the Problem, the Agency and the Helping Process
- III. Case Work Process - Study, Diagnosis and Treatment - Sources of Information - Primary and Collateral Sources - Purposeful Home Visits - Treatment Techniques - Support, Clarification, Insight, Explanation, Interpretation, Transference
- IV. Interviewing as a Tool in Case Work Process
- V. Scope and Practice of Case Work Method in Various Settings - Recording in Case Work as Project

Project Report

REFERENCES

- Hamilton G., *Theory and Practice of Social Case Work*
Hollis E., *Case work : A Psycho-Social Therapy*
Kasius C (Ed.), *Principles and Techniques in Social Case Work*
Periman H.H., *Social Case Work - A Problem - Solving Process*
Stean H.S., *Psycho-Analytic Theory and Social Work Practice*
Shulman L., *The Skills of Helping Individuals and Groups*
Aptekar H.H., *The Dynamics of Case Work and Counselling*
Biestek F.P., *The Case Work Relationship*
Brammer L.M., *The Helping Relationship - Process of Skills*
Compton B.R & Galaway B., *Social Work Processes*
Eileen Younghusband (Ed.), *Case Work with Families and Children*

Paper II - Part B - Social Group Work & Community Organization

SEMESTER II

- I. Definition, Principles of Group Work, Group Work Process - Study Diagnosis & Treatment - Recording - Application of Group Work in Different Settings of Social Work
- II. Roles, Functions and Skills of Group Worker
- III. Definition, Meaning of the term 'Community' - Types of Community, Their Characteristics
- IV. Definition of Community Organization - Study, Analysis, Assessment, Discussion, Organization, Action, Evaluation, Modification and Continuation
- V. Methods and Skills in Community Organization - Use of Community Organization in Various Fields of Social Work
- VI. Project Report (Visit to a Rural Development Agency Desirable)

REFERENCE

- Hare Paul, *Small Groups : Studies in Social Interaction*
Cart Wright D. & Zander Alvin, *Group Dynamics*
Konopka Gisela, *Social Group Work - A Helping Process*
Trecker Harleigh B., *Social Group Work Practice*
Wilson G and Ryland G., *Social Group Work Practice*
Ken Heap, *Group Theory for Social Workers*
Toseland W. Rosland & Rivas F. Robert, *An Introduction to Group Work Practice*
Biddle, William W., *Encouraging Community Development*
Gangrade K.D., *Community Organization in India*
Clarence Kind, *Working with People in Community Action*
Hillman, *Community Organization and Planning*
Hunter Schaffer & Shape, *Community Organization Action*
Murray G. Ross, *Community Organization Theory : Principles & Practices*
Stroup H., *Community Welfare Organization*

MODEL II
VOCATIONAL SUBJECT

SOCIAL WORK

Paper III - Part A - Social Welfare Programmes in India

SEMESTER I

- I. Concept of Social Welfare - Structure & Functions of Social Welfare - Need for Welfare
- II. Central Social Welfare Board - Functions & Programmes - State Social Welfare Advisory Boards
- III. Welfare Programmes for the Handicapped - Physically, Mentally & Socially Handicapped - Social Defence Programme
- IV. Welfare Programmes for the Backward Communities, SC/ST & Other Backward Classes, Scholarships, Hostels, Ashramas, Schools, Special Educational Programmes, Reservation, Debt Relief, Allotment of Land Ownership, Release of Bonded Labourers, Monetary & Other Assistance Schemes, Housing & Co-operative Schemes

REFERENCE

D. Paul Chowdhary, *A Handbook of Social Welfare*

Madan G.R., *Indian Social Problems, Vol. II*

Indian Government Planning Commission, *Plans & Prospects of Social Welfare in India*

Majumdar, Ammu Menon, *Social Welfare in India*

A.R. Wadia, *History & Philosophy of Social Work in India*

K.K. Jacob, *Methods and Fields of Social Work in India*

White, Clyde R., *Administration of Public Welfare*

Current Information on Various Programmes from Journals and Government Publications

MODEL II
VOCATIONAL SUBJECT

SOCIAL WORK

Paper III - Part B - Family and Child Welfare

SEMESTER II

- I. Family Disorganization - Types of Problems Parent - Child Conflict - Consequences - Juvenile Delinquency - Marital Conflict
- II. Developmental Programmes for Family - Family Life Education, Sex Education, Population Education
- III. Child Welfare Programmes in the Fields of Health, Nutrition, Education & Recreation Services Rehabilitation for Children - Constitutional Provisions & Laws Relating to Children - National Policy for Children - Rights of the Child - Problems of Child Labour
- IV. Women's Welfare Programmes : Socio-Economic Programmes, Condensed Courses, Working Women's Hostels, Day Care Services, Maternity Services, Institutional Services, Protection, Rehabilitation & After Care
- V. Welfare Programmes for the Aged & Destitutes - Institutional & Non-Institutional Programmes - Old Age Pension, Homes for the Aged & Destitutes, Beggars - Rehabilitation Programmes
- VI. Project Report

REFERENCE

- Abhaghauchan, *Tribal Women & Social Change in India*
P. Nirmala Bhai, *Harijan Women in Independent India*
Vidyalata, *Developing Rural Women*
Madan G.R., *Indian Social Problems, Vol. II*
Dr. C.B. Mamoria, *Social Problems & Social Disorganization in India*
Neera Desai, Vibhuti Patel, *Indian Women, Change & Challenge in the International Decade 1975-85*
Neera Desai, *A Decade of Women's Movement in India*
Usha Talwar, *Social Profile of Working Women*
Chadurvedi T.N., *Administration for Child Welfare*
Gokhale S.D. & Sohni N.K., *Child in India*
Srinivasan K. Saxena & Tara Kenitkar, *Demographic & Socio-Economic Aspects of the Child in India*
Promila Kapoor, *The Changing Status of the Working Women in India*
D.Paul Chaudhary, *Women Welfare & Development - A Source Book*
Queen Bodenhafer & Harper, *Social Organisation and Disorganization India Year Book*

MODEL II
VOCATIONAL SUBJECT
SOCIAL WORK

Paper IV - Part A - Social Work in Medical Setting

SEMESTER I

- I. Medical Sociology and its Relevance in Social Work Practice - The Concept of Patient as a Person - Social and Emotional Factors Involved in Diseases, Hospitalisation and Associated Problems
- II. Medical Social Work - Definition - Historical Development - Need for Medical Social Work, with Special Reference to India
- III. Concept of Prevention, Treatment and Rehabilitation - Community Health, Problems faced by Patients during the Process of Rehabilitation
- IV. Role and Functions of Medical Social Work in Various Medical Settings - Medical Social Work and Public Relations - Team Work - Training and Supervision in Medical Social Work, Limitations and Difficulties Faced by Medical Social Workers in India

REFERENCES

- Park J. & Park K., *Text Book of Social & Preventive Medicine*
Khinduka, *Social Work in India*
Arthur E. Fink & Etal, *The Field and Social Work*
H.H. Stroup, *Social Work - An Introduction to the Field*
Bedi Yash Pal, *Hygiene and Public Health*
Birendranath Ghosh, *A Trueline on Hygiene and Public Health*
Mathur S, *Hand Book of Social and Preventive Medicine*
Goldstein, *Medical Social Work, Theory and Practice*
G.R Banarjee, *Medical Social Work in India*
Coleman James C., *Abnormal Psychology and Modern Life*
David Handerson, *A Text Book of Psychiatry*
Lawson Lanzy, *Psychiatry for Social Workers*
French, *Psychiatric Social Work*
Leo Kenner, *Child Psychology*
Marfatic J.C., *Psychiatric Problems of Children*
Page J., *Abnormal Psychology*

Paper IV - Part B - Health Care Service & Hospital Administration

SEMESTER II

- I. Concept of Health Care Services, National Health Policy, Health Planning - Programmes for Health in the Five Year Plans
- II. Organisation & Administration of Public Health Departments at the National and State Levels - Primary Health Care Organisation & Functions
- III. Public Health Programmes
 1. Services for Promoting Environmental Health
 2. Programmes for Controlling Communicable Disease
 3. Programmes for Tackling Malnutrition
 4. Maternal and Child Health Services
 5. Services for the Aged & the Handicapped
- IV. Hospital Administration - Concepts, Definitions - General Principles, Importance, functions & Patterns - Functions & Duties of Administrator - Laws Pertaining to Hospital
- V. Hospital Information System Structure & Functions
- VI. Project Report - Visit to a Rural Development Agency Desirable

REFERENCES

- Englewood, *Problems of Organisational Behaviour*
- Goel & R.Kumar, *Hospital Administration & Management*
- Backkan A.R. & Mol J.L., *Hospital Administration, Vol.I*
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- Anderson G.W. & Others, *Communicable Diseases*
- Yashpal Bedi, *Social & Preventive Medicine*
- McGibony, *Principles of Hospital Administration*
- Griffith John R. *The Well Managed Community Hospital*
- S. Srinivasan, *Management Process in Health Care*
- Carol Huss, *Indian Hospitals - Planned Organisational Changes*
- Montague Brown & Babara R. McCoo, *Health Hospital Systems, Strategies for Organisation & Management*
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- S.L.Goel, *Health Care Services, Vols 1, 2, & 3*
- Oommen Philip, *A Hand Book of Primary Health Centre Management*

QUESTION PAPER PATTERN FOR ANNUAL / SEMESTER EXAM

Title of the Exam

Title of the Paper

Time : 3 Hours

Maximum : 40 marks

Part A

Answer any **SIX** out of the following in not exceeding 30 words. All questions carry equal marks.

Define or Explain

- | | |
|---------|---------|
| 1 | 5 |
| 2 | 6 |
| 3 | 7 |
| 4 | 8 |

(6×1 = 6 marks)

Part B

Answer any **SIX** out of the following in not exceeding 300 words. All questions carry equal marks.

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8

(6×3 = 18 marks)

Part C

Answer any **TWO** out of the following in not exceeding 900 words. All questions carry equal marks.

- 1
- 2
- 3

(2×8 = 16 marks)

N.B. : Only Part A & Part B questions for Paper I
Double the marks for annual exam

QUESTION MODEL FOR PAPER I

Part A -	7/8 questions	-	7×1 = 7 marks
Part B -	11/15 questions	-	11×3 = 33 marks
Part C -	Nil		
Total -	40 marks		

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