



DEPARTMENT OF SOCIAL WORK
HOLY CROSS COLLEGE (AUTONOMOUS), NAGERCOIL
(Nationally Accredited with A+ Grade 3.35 CGPA by NAAC)
Affiliated to Manonmaniam Sundaranar University, Tirunelveli
Nagercoil – 629004
Kanyakumari Dt., Tamil Nadu, India



Board of studies meeting on 24.1.2020 at 9.30 am

Ref. No. SOC/BOS/2019-2020/13

Members

Ms. Mary Deeba	- HoD and Chair person
Dr. Ilango	- University Nominee, Bharathidasan University, Trichy
Dr. Anita Tiphagne	- Subject Expert, Lady Doak College, Madurai
Dr. Clement Winsley	- N.G.O. Representative, Nuthana Trust, Kalluvilai
Ms. Preji P Daniel	- Alumni
Dr. Gerardin Jayam	- Educationist
Ms. Anto Sumin Threse	- Member

Agenda

1. Prayer
2. Welcome by the chair person
3. Reading of the minutes of the previous meeting
4. Panel of examiners for MSW programmes
5. Restructuring / Revision of curriculum for PG with Approval of PEOs, POs, PSOs and COs and Syllabus with reference books for MSW
6. Revision of syllabus for MSW Programmes semester I and II
7. Classification of New Courses
8. Classification of the courses as Skill development/ Employability/ Entrepreneurship
9. Classification of the courses as Local/National/Regional/ Global.
10. Classification of courses as Crosscutting issues Gender equity/Environment and Sustainability/Human values/Professional ethics.
11. Question paper pattern for CIA(including test, assignment, Quiz, any other mode of CIA) and external examinations for MSW programme (Internal : External 40: 60)
12. Discussion on coordination of teaching, research, extension and other activities of the department.
13. Feedback and action taken
14. Next Meeting of BoS
15. Any other.

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The meeting commenced with silent prayer/prayer after which Ms.Mary Deeba, the Head of the Department introduced the Board members with warm words of welcome.

The following items in the Agenda were discussed by the members of the Board.

Item 01/BoS 20.01/03: Approval of the minutes of the previous meeting held on 04.02.2019 Ms.Mary Deeba read the minutes and was approved by the members of BoS.

Item 02/BoS 20.01/04: Panel of examiners for MSW programmes

The list of panel of examiners was approved by the BoS members. Names and contact details of the examiners were presented for approval and the members of the board also added some names of the examiners and it was approved by all the members.

Item 03/BoS 20.01/05: Approval of PEOs, POs,PSOs and COs and the Syllabus of MSW

i.The BoS members approved the PEOs,POs,PSOs and COs after discussion for the Papers in Sem I and Sem II for MSW. PSOs were rearranged as follows:

Programme Educational Objectives (PEOs)

PEOs	Upon Completion of MSW degree programme, the graduates will be able to:
PEO - 1	The graduates use scientific and computational technology to solve social issues and Pursue research.
PEO - 2	Our graduates will continue to learn and advance their careers in industry both in Public and private sectors, government and academia.
PEO - 3	The graduates will attain professional knowledge and practice to work in different fields of Social settings transferring one's knowledge, skills and expertise to community (Community can incorporate local, municipal, national and international scope) with professional ethics and values

Programme Out comes (POs)

POs	Upon completion of M.S.W. programme ,the graduates will be able to:
PO -1	Designandundertakeindividualresearchwhichwillcontributetothe future Ideological and societal development
PO -2	Enhance in-depth learning by using innovative technological sources
PO -3	Integratevarioustheoriesandmethodologiesrelatingtosocialandenvironmental contexts
PO -4	Articulatecriticallytoaddresstheemergingnationalandglobalchallengeswithan ethical outlook.
PO -5	Performtheprofessionalismandteamspiritandexhibitleadership,communication and managerial skills.

Programme Specific Outcomes (PSOs)

PSOs	Upon completion of M.S.W. programme, the graduates will be able to:
PSO 1	Develop ability to identify, formulate and analyse complex social problems using social work knowledge through placements in service organizations and in open Community.
PSO 2	Acquire skills to practice values and ethics of social work practices with diverse and Vulnerable populations.
PSO 3	Apply social work methods, research based activities and research to facilitate realistic understanding and contribute to the societal development.
PSO 4	Develop appropriate resources, use technology and innovative methods to enhance theoretical knowledge and practical wisdom.
PSO 5	Conduct appropriate programmes for sustainable development by giving orientation about environmental transformation and developing knowledge about sustainabledevelopment.
PSO 6	Enhance interpersonal and intra-personal skills for the efficient and competent personal and professional role performance with various groups of professional and Para-professional teams.

Item 04/BoS 20.01/06: Approval of restructuring/revision of curriculum for MSW

The overall structure of the curriculum Sem I and Sem II revamped in 2019 was approved by the board of studies members.

Courses offered for the students of MSW are given in the following structure:

Course	Semester I	Semester II	Total	
			Hours	Credit
Core-Theory	5(4)+6(5) 5(4) +4(4)	5(4) +6(4) 4(4)	35	29
Core-Practical	10(5)	10(5) 5(4)	25	14
Life Skill Training-I	-	(1)		1
Total	30(22)	30(22)	60	44

ii. The following courses during the I and II semesters are revised/ modified based on the feedback from the students, Alumni and parents.

Sl.No.	Sem.	Paper Code	Paper Title	Changes	
				Revised (if any)	Modified (if any)
1	I	PW2011	Introduction to professional social work	Revised	-
2	I	PW2012	Sociology for Social Work	Revised	-
3	I	PW2013	Community organization and social action	-	Modified
4	I	PW2014	Social work Practice with individuals and groups	-	Modified
5	II	PW2021	Social welfare administration and Social Legislation	Revised	
6	II	PW2022	Social work Research and Social Statistics	-	Modified

Item 05/BoS 20.01/07: Classification of New Courses

Sl.No.	Sem.	Paper Code	Title of the Paper
1	I	PW2012	Sociology for Social Work
2	I	PW2014	Social work Practice with individuals and groups
3	II	PW2021	Social welfare administration and Social Legislation
4	II	PW2022	Social work Research and Social Statistics
5	II	PW20S1	Indian Polity

List of Non-academic courses

Course	Semester I	Semester II	Total	
			Hours	Credit
*Life Skill Training-I	-	(1)	-	1
*Community Engagement Course	-	(2)	-	2

a. The Title of the core paper 'Introduction to professional social work and Social problems' is changed into 'Introduction to professional social work'.

Unit IV: "**Major social problems**" has been changed to "**Theories and models of social work**".

b. The Title of the core paper 'Individual and Society' is changed into 'Sociology for Social Work'

In Sociological theories of social thinkers in unit IV, include only the major philosophy and contribution of the sociological thinkers.

Unit V: **Social change** is changed into **Social problems and developmental issues**

c. In the Paper 'Community Organisation and Social Action', in Unit III, mobilization, rapport building and PRA tools are added.

In unit IV, project management, social audit, logical frame analyses are added.

d. The title of the paper 'Social case work and social group work has been changed into 'Social work Practice with individuals and groups'

In unit I, worker client relationship was added. In Unit IV, Leadership in groups was added.

e. The title of the paper 'Social welfare administration and women welfare' has been changed into 'Social welfare administration and social legislation'

Instead of Unit IV and V, Legislation pertaining to children, Legislation pertaining to children and General legislation were added.

e. The Title of the core paper 'Social work Research and Statistics' is changed into 'Social work Research and Social Statistics'

Types of research- Qualitative and quantitative research are added and 'ANOVA' from unit IV has been omitted.

Self-Learning-Extra Credit Course

Semester	Course Code	Title of the Course	Hours/Week	Credits
II	PW20S1	Indian Polity	-	2

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Item 06/BoS 20.01/08: Classification of the courses as Skill development/Employability/ Entrepreneurship .The members of the Board of studies classified the courses based on Skill development /Employability/ Entrepreneurship.

Classification of the courses as Skill development/Employability/ Entrepreneurship

Semester	Course Code	Name of the Course	Skill development	Employability	Entrepreneurship
I	PW2011	Core Course I – Introduction to professional Social Work	✓	✓	
	PW2012	Core Course II – Sociology for Social Work	✓		
	PW2013	Core Course III – Community organization and Social Action	✓		
	PW2014	Core Course IV – Social Work practice with individual and Group	✓		
	PW20P1	Practical I- Observation Visit and Rural camp	✓		
II	PW2021	Core Course V - Social Welfare Administration and Social Legislation	✓	✓	
	PW2022	Core Course VI - Social Work Research and Statistics	✓		
	PW2023	Core Course VII – Dynamics of Human Behaviour	✓		
	PW20P2	Practical II- Concurrent Field Work	✓	✓	
	PW20P3	Block placement	✓	✓	

Item 07/BoS 20.01/09: Classification of the courses as local/ regional/ national/ global relevance and Cross cutting issues

The members of the Board classified the MSW courses in the new structure based on as local/ regional / national/ global relevance.

Seme ster	Course Code	Name of the Course	Local	National	Regional	Global
I	PW2011	Core Course I – Introduction to professional Social Work	✓	✓		✓
	PW2012	Core Course II – Sociology for Social Work	✓	✓	✓	✓
	PW2013	Core Course III – Community organization and Social Action	✓	✓		
	PW2014	Core Course IV – Social Work practice with individual and Group	✓	✓		
	PW20P1	Practical-I Observation Visit and Rural camp	✓			
II	PW2021	Core Course V - Social Welfare Administration and Social Legislation	✓	✓		✓
	PW2022	Core Course VI - Social Work Research and Statistics	✓	✓		✓
	PW2023	Core Course VII – Dynamics of Human Behaviour	✓	✓		✓
	PW20P2	Practical II- Concurrent Field Work	✓			

	PW20P3	Block placement		✓		
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Item 08/BoS 20.01/10: Classification of courses as Crosscutting issues Gender equity/Environment and Sustainability/Human values/Professional ethics.

The members of the Board classified the MSW courses in the new structure based on as crosscutting issues Gender equity/Environment and Sustainability/Human values/Professional ethics.

Semester	Course Code	Name of the Course	Professional ethics	Gender Equity	Human values	Environmental sustainability
I	PW2011	Core Course I – Introduction to professional Social Work	✓			
	PW2012	Core Course II – Sociology for Social Work		✓		
	PW2013	Core Course III – Community organization and Social Action	✓			
	PW2014	Core Course IV – Social Work practice with individual and Group			✓	
	PW20P1	Practical-I Observation Visit and Rural camp			✓	
II	PW2021	Core Course V - Social Welfare Administration and Social Legislation	✓			
	PW2022	Core Course VI - Social Work Research and Statistics	✓			

	PW2023	Core Course VII – Dynamics of Human Behaviour			✓	
	PW20P2	Practical II- Concurrent Field Work			✓	
	PW20P3	Block placement			✓	

Item 09/BoS 20.01/11: Approval of model question Paper for MSW (core & Elective) for internal and external examinations

Internal: External 40:60

Internal components (40 marks)

Periodical test	- 20 marks
Seminar	- 4 marks
Class Test(2)	- 4 marks
Quiz (2)	- 4 marks
Home assignment	- 4 marks
Problem solving/.Case study/ collage making/ Group discussion/ /Class assignment	- 4 marks

External components (60 marks)

Part A-10 x 1=10 marks (Objective type)

Part B- 5 x 3=15 marks (Internal Choice)

Part C- 5 x 7=35 marks (Internal Choice)

Field Work Internal: External -60: 40

Observation Visit & Rural camp

Internal

Regularity in submission of report -15 marks

Initiative taken during the Observation visit/ Rural camp-10 marks

participation and contribution-15 marks

Record quality- 10 marks

Presentation of Observation visit/ Rural camp - 10 marks

External : Viva Voce

Item 10/BoS 20.01/12: New Measures discussion on coordination of teaching, research, extension and other activities of the department

The members of the board suggested the following New Measures for the department of Social Work.

- i. Training on Street Theater
 - ii. Play back theater
 - iii. Village adoption
 - iv. Self-Learning course on 'Indian Polity'/MOOC Courses.
 - v. Block placement/ Concurrent field work has to be presented to the examiners (internal and external) along with the students of MSW.
 - vi. Based on the Research work, each student has to prepare a short documentary movie for 5-10 minutes which forms one of the internal components for research.
- Item 11/BoS 20.01/13: 13. Feedback and action taken

Feedback Received and Action Taken on Curricular Aspects

Department	Stakeholders	Feedback Received	Action Taken
Social Work	Students	Add special training programmes	Planned to include Folk art training.
	Parents	<ul style="list-style-type: none"> • Parents are happy that their children get training on counselling & therapy. • The students are given lot of exposure to visit Psychiatric centres for their learning. 	It is being done
	Teachers	The course organized in the department are it is in -par with other Social Work organizations	-
	Alumni	They had lot of exposure related to field work training	It is being done

	Employers	Plan the activities to fit them for placement in other states	Planned to place the students for internship in other states.
	Academic Peers	To give more technical skills & trainings	Prepared to conduct workshops & skill training programme.

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Item 12/BoS 20.01/14: Next Meeting of BoS

The members of the board suggested having the next meeting of Bos in January, 2021.

Item 13/BoS 20.01/15: Any other

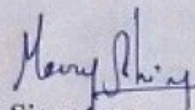
The meeting ended with vote of thanks by Head of the Department, Chairperson of the BoS at 3.00 pm.

Feedback for students

Name: J. Marry Shiny James

Year: 2019-2020

In Core VIII- Introduction to Psychiatry paper the content of the syllabus is too vast and every unit is not well organized with the topic. The syllabus can be refined with precise topic and well organized unit so that the student could get in-depth knowledge.


Signature

Panel members of Board of Studies

S. No.	Name of the Member	Designation
1	Dr. Ilango <i>Absent</i>	University Nominee, Professor, Department of Social work, Bharathidasan University, Trichy
2	Dr. Anita Tiphagne <i>[Signature]</i> 24/01/2020	Subject Expert, Assistant Professor, Department of Social science, Lady Doak College, Madurai.
3	Dr. Clement Winsly <i>Clement</i> 24/01/2020	N.G.O. Representative, Director, Nuthana Trust, Mulagumoodu, Kanniyakumari District.
4	Ms. Preji P Daniel <i>[Signature]</i> 24-01-2020	Alumni, PhD scholar, Bharathidasan University, Trichy.
5	Dr. Gerardin Jayam <i>G. Gerardin</i>	Educationist, Secretary, Holy Cross College, Nagercoil.
6	Ms. Mary Deeba <i>J. Mary Deeba</i>	Chair person and Head, P.G Department of Social Work, Holy Cross College, Nagercoil.
7	Ms. Anto Sumin Threse <i>Sumin</i>	Member, Assistant Professor, P.G Department of Social Work, Holy Cross College, Nagercoil.