



**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 30.01.2021 at 9.30 am**

Ref. No.SOC/BOS/2020-2021/14

**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. Ebsil Sheril - Member	

**Agenda**

1. Prayer
2. Welcome by the chair person
3. Reading of the minutes of the previous meeting
4. Restructuring /Revision of curriculum for MSW Programmes
5. PG Syllabus for Semester III and IV
6. Classification of New Courses
7. Classification of the courses as Skill Development/ Employability/ Entrepreneurship
8. Classification of the courses as local/regional/ national/ global relevance & cross cutting issues.
9. Classification of courses as Crosscutting Issues Gender Equity / Environment and Sustainability / Human Values / Professional Ethics
10. Question paper pattern for CIA (including test, assignment, Quiz, any other mode of CIA) and external examinations for MSW programme (Internal : External 40: 60)
11. Conduct of seminars/workshops in collaborations with Government Agents/Universities/NGOs
12. Suggestions for innovative teaching and evaluation techniques for PG
13. New measures to be undertaken by the department
14. Feedback and action taken
15. Next meeting of BoS
16. Any other

**SOC/BOS/2020-2021/14**

The meeting commenced with silent prayer after which Ms.Mary Deeba, the HoD 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 21.01/03:** Approval of the minutes of the previous meeting held on 24.01.2020 Ms. Deeba read the minutes and was approved by the members of BoS.

**Item 02/BoS21.01/04:**Approval of the Restructuring/Revision of curriculum for MSW

The overall structure of the curriculum Semester III and IV revamped in 2020 was approved by the board of study members.

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

Course	Semester III	Semester IV	Total	
			Hours	Credit
Core-Theory	5(4)	5(4)	10	8
Core-Practical	4(4) & 4(3)	10(6) 5(4)	23	17
Elective	5(4) 5(4)	5(4) 5(4)	20	16
Project	7(5)	-	7	5
Summer Training Programme	(1)			1
<b>Total</b>	<b>30(25)</b>	<b>30(22)</b>	<b>60</b>	<b>47</b>

**List of Non-academic courses**

Course	Semester III	Semester IV	Total	
			Hours	Credit
Life Skill Training-II		(1)		1
UBA		(2)		2
<b>Total</b>		<b>(3)</b>		<b>3</b>

**Item 03/BoS21.01/05:** Approval of the Syllabus of MSW

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

Sl.No.	Sem.	Paper Code	Title of the paper	Changes	
				Revised (if any)	Modified (if any)
1	III	PW2032	Public Health Management	-	Modified
2	III	PW2034	Mental Health and Psychiatric Disorders	Revised	-
3	III	PW2036	Medical Social Work	-	Modified
4	IV	PW2041	Psychological Counselling : Theory and Practice	Revised	-
5	IV	PW2043	Psychiatric Social Work	-	Modified
6	IV	PW2045	Hospital Administration	Revised	-

**Item 04/BoS20.01/06: Classification of New Courses**

Sl.No.	Sem.	Course Code	Title of the Paper
1	III	PW2032	Public Health Management
2	III	PW2034	Mental Health and Psychiatric Disorders
3	III	PW2036	Medical Social Work
4	IV	PW2041	Psychological Counselling: Theory and Practice
5	IV	PW2043	Psychiatric Social Work
6	IV	PW2045	Hospital Administration

**Self-Learning–Extra Credit Course**

Semester	Course Code	Title of the Course	Hours/Week	Credits
II	PW20S2	Criminology and forensic science	-	2

**Item 05/BoS 21.01/07:**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 Entrepreneurship -Nil

Semester	Course Code	Name of the Course	Skill development	Employability
III	PW2032	Public Health Management	✓	
	PW2034	Mental Health and Psychiatric Disorders	✓	
	PW2036	Medical Social Work	✓	
IV	PW2041	Psychological Counselling : Theory and Practice	✓	
	PW2043	Psychiatric Social Work	✓	✓
	PW2045	Hospital Administration	✓	

**Item 06/BoS 21.01/08:** 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/national / regional/ global relevance.

Classification of the courses as Regional -Nil

Semester	Course Code	Name of the Course	Local	National	Global
III	PW2032	Public Health Management	✓	✓	
	PW2034	Mental Health and Psychiatric Disorders	✓	✓	✓
	PW2036	Medical Social Work	✓	✓	✓
IV	PW2041	Psychological Counselling : Theory and Practice	✓	✓	
	PW2043	Psychiatric Social Work	✓	✓	✓
	PW2045	Hospital Administration	✓	✓	

**Item 07/BoS 21.01/09:** 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.

Classification of courses as Gender Equity and Environmental Sustainability -Nil

Semester	Course Code	Name of the Course	Professional ethics	Human values
III	PW2032	Public Health Management		✓
	PW2034	Mental Health and Psychiatric Disorders		✓
	PW2036	Medical Social Work	✓	✓
IV	PW2041	Psychological Counselling : Theory and Practice	✓	✓
	PW2043	Psychiatric Social Work		✓
	PW2045	Hospital Administration		✓

**Item 08/BoS 21.01/10:**

Question paper pattern for CIA(including test, assignment, Quiz, any other mode of CIA) and external examinations for MSW programme

**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 x1=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**

**Concurrent Fieldwork:**

Regularity for IC	:	5 Marks
Reporting	:	10Marks
Mobilizing resources	:	5Marks
Community Participation	:	5Marks
Propaganda	:	5Marks
Documentation	:	5Marks
Marks from the agency	:	25 Marks

**Block Placement training:**

Regularity	:	10Marks
Daily Report	:	10Marks
Documentation	:	15Marks
Marks from the agency:	:	25Marks

**Research Project**

Regularity for IC	:	10 Marks
Introduction	:	5 Marks
Review of Literature	:	5 Marks
Methodology	:	10 Marks
Analysis and Interpretation	:	10 Marks
Findings and suggestion	:	5 Marks
Bibliography	:	5Marks
Format	:	10Marks

**External: Viva Voce**

**Item 09/BoS 21.01/11:**Conduct of seminars/ workshops in collaboration with Govt agencies/Universities/ NGOs.

The members of the Board suggested to conduct of seminars/ workshops in collaboration with Govt agencies/Universities/ NGOs.

**Item 09/BoS 21.01/12:**Suggestions for innovative teaching and evaluation techniques for PG  
The members of the Board suggested for innovative teaching and evaluation techniques for PG

**Item 10/BoS 21.01/13:**

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. Block placement/ Concurrent field work has to be presented to the examiners (internal and external) along with the students of MSW.
- iv. 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.
- v. Self-Learning course on 'Criminology and forensic science'/MOOC Courses.

**Item 11/BoS 21.01/14:**

**Feedback Received and Action Taken on Curricular Aspects**

Department	Stakeholders	Feedback Received	Action Taken
Social Work	Students	Add special training programmes	Included value added courses to enhance the placement of students.
	Parents	The students are given lot of exposure to visit Psychiatric centres for their learning and, training on counselling and therapy.	Implemented
	Teachers	The programmes organized in the department are in-par with other Social Work organizations	-
	Alumni	Exposure related to field work training is good.	-
	Employers	Plan the activities to equip for placement in other states	Planned to place the students for internship in other states.
	Academic Peers	To give more trainings to impart technical skills	Conducted workshops and skill training programmes.

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## Feed back from Students

Name of the Student : S.Stephy

Year: 2020-2021

Theories and models of social work (Unit IV) in the course: Introduction to Professional Social Work is so intense. That particular unit could be split into two units. Otherwise it can be assigned as separate paper with relevant to the current course.

Social Work Research and social statistics course the content is too much and there is a lack of understanding of the relevance of topics in each unit. The fifth unit seems to be the content of the whole course and it is too hard to understand the entire topic within such a short period of time.

  
Signature



## Feed back from Students

Name of the Student : M. Uma Mahaswari

Year: 2020-2021

In the paper public health management syllabus can be could with more topics relevant to create awareness about health then covering two units describing the disease. Public health management is applicable to almost all the sector and disease. So it is mandatory to learn about managing the health sector and it is not mandatory to know about the in-depth knowledge of much disease.

In the co Mental Health and Psychiatric disorder the content is too vast and we found it difficult to under if and many topics within limited period of time.

A handwritten signature in black ink, appearing to read 'M. Uma Mahaswari', written in a cursive style.

Signature

SOC/BOS/2020-2021/14




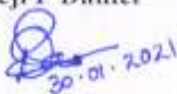
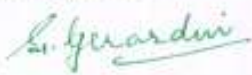
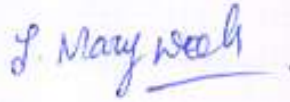

**Item 12/BoS 21.01/15: Next Meeting of the BoS**

The members of the board suggested having the next meeting of BoS in January, 2022.

**Item 13/BoS 21.01/16:**

The meeting ended with vote of thanks by the HoD, the Chairperson of the BoS at 1.00pm.

Panel members of Board of Studies

S. No.	Name of the Member	Designation
1	Dr. Ilango  30.01.2021	University Nominee, Professor, Department of Social work, Bharathidasan University, Trichy
2	Dr. Anita Tiphagne  30/01/2021	Subject Expert, Assistant Professor, Department of Social science, Lady Doak College, Madurai.
3	Dr. Clement Winsly  30/01/2021	N.G.O. Representative, Director, Nuthana Trust, Mulagumoodu, Kanniyakumari District.
4	Ms. Preji P Daniel  30.01.2021	Alumni, PhD scholar, Bharathidasan University, Trichy.
5	Dr. Gerardin Jayam 	Educationist, Secretary, Holy Cross College, Nagercoil.
6	Ms. Mary Deeba 	Chair person and Head, P.G Department of Social Work, Holy Cross College, Nagercoil.
7	Ms. Ebsil Sheril 	Member, Assistant Professor, P.G Department of Social Work, Holy Cross College, Nagercoil.

