



**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 26-05-2023 at 10.00 am**

**Ref. No. SOC/BOS/2022-2023/15**

**Members**

|                     |  |
|---------------------|--|
| Ms. Mary Decba      | - Chair person   |
| Dr. Sahaya Raj      | - University Nominee, St. Xavier's College, Palayamkottai        |
| Dr. Ronald Yesudhas | - Subject Expert, Nirmala Niketan College of Social Work, Mumbai |
| Mr. Vimal           | - NGO Representative, Punar Jeevan, Nagercoil.                   |
| Ms. Selva Bharathi  | - Alumni, District Social Welfare Office, Chennai.               |
| Dr. Sathia Raj      | - Member, Holy Cross College, Nagercoil.                         |
| Dr. Gerardin Jayam  | - Special Invitee, Holy Cross College, Nagercoil.                |

**Agenda**

1. Prayer
2. Welcome Address
3. Reading of the minutes of the previous meeting
4. Approval of the panel of examiners for MSW
5. Revamping/Revision of curriculum for MSW Programme-PEOs, POs and PSOs
6. Revision of syllabus for PG Semester I and II
7. Classification of Courses as New courses / Multidisciplinary courses / Courses address Indian Knowledge System, Industry 4.0
8. Classification of the courses as Skill Development/ Employability/ Entrepreneurship
9. Classification of the courses as local/ regional/ national/ global relevance
10. Classification of Courses as Cross Cutting Issues
11. New measures to be undertaken by the department
12. Feedback and action taken
13. Next meeting of BoS
14. Any other.

**SOC/BOS/2022-2023/15**

The meeting commenced with prayer by Dr.Sathia Raj, member of the board of studies.Dr.Sr.GerardinJayam welcomed the members with warm words of welcome. The following items in the Agenda were discussed by the members of the Board.

**Item 01/BoS 26.05/03:** Approval of the minutes of the previous meeting held on 30.01.2021  
Ms. Mary Deeba read the minutes and was approved by the members of BoS.

**Item 02/BoS26.05/04:** Approval of the panel of examiners for MSW

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/BoS20.01/05:**Restructuring/Revision of curriculum for MSW-PEOs, POs and PSOs  
The overall structure of the curriculum framed in 2022 was accepted by the board of study members.

**Programme Educational Objectives(PEOs)**

| PEOs    | Upon Completion of MSW Degree programme, the graduates will be able to:   | Mapping with Mission |
|---------|---|----------------------|
| PEO - 1 | The graduates use scientific knowledge to solve social issues and pursue research.  | M1,M2, M3,M4         |
| PEO - 2 | Our graduates will continue to learn and advance their careers in industry both in Public and private sectors, government and academia.   | M3,M4                |
| 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 | M2,M3, M4,M5         |

**Program Outcomes(POs)**

| POs  | Upon completion of M.S.W. programme, the graduates will be able to:  | Mapping with PEOs |
|------|--|-------------------|
| PO-1 | Design and undertake individual research and innovative technologies which will contribute to the future ideological and societal development.   | PEO-1             |
| PO-2 | Articulate critically to address the emerging national and global challenges with an ethical outlook.  | PEO-3             |
| PO-3 | Equip to practice personal reflection and self-correction to assure continual professional development.  | PEO -3            |
| PO-4 | Apply knowledge of social systems and human behavior to promote social change, problem solving in human relationship.  | PEO -3            |
| PO-5 | Integrate various theories and methodologies relating to social and environmental contexts   | PEO -3            |
| PO-6 | Perform the professionalism and team spirit and exhibit leadership, communication and managerial skills.   | PEO -3            |
| PO-7 | Train professional social worker to be independent and lifelong learning in the broadest context of socio-cultural, economic, environmental, political and psychological changes in the society. | PEO -2            |

**Programme Specific Outcomes (PSOs)**

| PSOs | Upon completion of M.S.W. programme, the graduates will be able to:   | Mapping with POs |
|------|---|------------------|
| PSO1 | Develop ability to identify, formulate and analyze complex social problems using social work knowledge through placements in service organizations and in open community.                   | PO4              |
| PSO2 | Acquire skills to practice values and ethics of social work practices with diverse and vulnerable populations.  | PO 2             |
| PSO3 | Apply social work methods, research based activities and research to facilitate realistic understanding and contribute to the societal development.   | PO 1             |
| PSO4 | Develop appropriate resources, use technology and innovative methods to enhance theoretical knowledge and practical wisdom.   | PO1, PO3         |
| PSO5 | Conduct appropriate programmes for sustainable development by giving orientation about environmental transformation and developing knowledge about sustainable development.                 | PO 5             |
| PSO6 | 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. | PO6, PO7         |

Item 04/BoS 26.05/06: Revision of syllabus for PG Semester I and II

Courses offered for the students of **Social Work** are given in the following structure:

| Course   | Sem.I          | Sem.II         | Sem .III      | Sem.IV         | Total      |           |
|--|----------------|----------------|---------------|----------------|------------|-----------|
|  |                |                |               |                | Hours      | Credits   |
| Core– Theory                                     | 6(4) +         | 6(4)+          | 6(4) +        | 6(4) +         | 66         | 4<br>4    |
|  | 6(4) +         | 6(4)+          | 6(4)          | 6(4)+<br>6(4)  |            |           |
|  | 6(4)           | 6(4)           |               |                |            |           |
| Core –Practical                                  | 5(3)           | 5(3)           | 6(4)          | 5 (4)          | 20         | 12        |
| Elective-Theory                                  | 5(3)           | 5(3)           | 4(3)+<br>4(3) | -              | 19         | 12        |
| Project  | -              | -              | -             | 7(4)           | 7          | 4         |
| Skill Enhancement Course                         | -              | (1)            | 2(2)          | -              | 2          | 3         |
| Ability Enhancement Compulsory Course Soft Skill | 2(2)           | 2(2)           | 2(2)          | -              | 6          | 6         |
| Professional Competence Course                   | (1)            | -              | -             | (1)            |            | 2         |
| Block field Work/ Summer Internship              | -              | (2)            | (2)           | (2)            | -          | 6         |
| <b>Total</b>                                     | <b>30 (21)</b> | <b>30 (23)</b> | <b>30(24)</b> | <b>30 (23)</b> | <b>120</b> | <b>91</b> |

**Total Number of Hours =120**

## (ii) Co-curricular Courses

| Course                              | SEMESTER |     |     |     | Total   |
|-------------------------------------|----------|-----|-----|-----|---------|
|                                     | I        | II  | III | IV  | Credits |
| Life Skill Training –I              | -        | (1) | -   | -   | 1       |
| Life Skill Training –II             | -        | -   | -   | (1) | 1       |
| Field Project                       | (1)      |     | -   |     | 1       |
| Specific Value-Added Courses        | (1)      |     | (1) |     | 2       |
| Generic Value-Added Courses         |          | (1) |     | (1) | 2       |
| MOOC                                |          | (1) |     | (1) | 2       |
| Community Engagement Activity (UBA) |          | (1) |     |     | 1       |

**Total Number of Credits = 91 + (10)**

Non-academic courses are mandatory and conducted outside the regular working hours

**Courses Offered  
Semester I**

| Course Code  | Title of the Course  | Credits   | Hours     |
|--------------|--|-----------|-----------|
| WP231CC1     | Core Course I - Social Work Profession   | 5         | 7         |
| WP231CC2     | Core Course II - Social Case Work  | 4         | 6         |
| WP231CC3     | Core Course III - Social Group Work  | 4         | 6         |
| WP231CC4     | Core Course IV - Field Work – I  | 4         | 6         |
| WP231EC1     | Elective Course I: a) Society and Human Behaviour                                | 3         | 5         |
| WP231EC2     | Elective Course I: b) Sociological and Psychological Foundations for Social Work |           |           |
| WP231EC3     | Elective Course I: c) Human Growth and Development                               |           |           |
| WP231PC1     | Professional Competence Course I: Rural Camp                                     | 1         | -         |
| <b>Total</b> |  | <b>21</b> | <b>30</b> |

## Semester II

| Course Code  | Title of the Course  | Hours     | Credits   |
|--------------|--|-----------|-----------|
| WP232CC1     | <b>Core Course V</b> - Community Organization and Social Action  | 4         | 6         |
| WP232CC2     | <b>Core Course VI</b> - Social Work Research and Statistics  | 4         | 7         |
| WP232CC3     | <b>Core Course VII</b> - Social Welfare Administration and Social Legislation                                | 4         | 6         |
| WP232CC4     | <b>Core Course VIII</b> - Field Work – II  | 4         | 6         |
| WP232EC1     | <b>Elective Course II; a)</b> Green Social Work  |           |           |
| WP232EC2     | <b>Elective Course II; b)</b> Entrepreneurship Development   | 4         | 5         |
| WP232EC3     | <b>Elective Course II; c)</b> Employability Skills of Social Workers   |           |           |
| WP232SE1     | <b>Skill Enhancement Course I</b><br>Alternative Media / Theatre for Transformation (Outside the Class Hour) | 1         |           |
| WP232BF1     | <b>Block Field Work training I:</b><br>Summer Internship Training  | 2         |           |
| <b>Total</b> |  | <b>23</b> | <b>30</b> |

ii. The following courses during the I and II semesters are revised/ modified. The chairperson of the BoS shared the TANSCHÉ model curriculum of 2022 and requested the board members to review and recommend suitable curriculum structure for the MSW students. The Board accepted the grid with minor changes of offering social case work in Semester II and community organization in Semester I. The rest of the syllabus for I& II semesters will be kept intact as per TANSCHÉ.

One credit of theory paper is 15 hours and one paper of practical course is 30 hours.

The departmental open elective will be Hospital Administration during the odd semester (I Sem) and NGO Management for the even semester. These will be value added courses open for the other departments.

In the I semester the course on Community Organisation and Social Action in Unit V, In the place of Anna Hazare&AamAdmi Movement, Environmental Movements and Women's Movement can be added

SOC/BOS/2022-2023/15

In SEC I, for Alternative media course, External experts can be asked to prepare the content in consultation with BoS. Alternatively, instead of 'Alternative media' course, 'Proposal Writing' course could be considered.

Workshops on perspective building could be organized for Social Work students by bringing in local activists.

| Sl.No. | Sem. | Paper Code | Title of the paper  | Changes |
|--------|------|------------|---|---------|
|        |      |            |   | Revised |
| 1      | I    | WP231CC1   | <b>Core Course I - Social Work Profession</b>   | Revised |
| 2      | I    | WP231CC2   | <b>Core Course II - Social Case Work</b>  | Revised |
| 3      | I    | WP231CC3   | <b>Core Course III - Social Group Work</b>  | Revised |
| 4      | I    | WP231EC1   | Society and Human Behaviour   | Revised |
| 5      | I    | WP231EC2   | Sociological and Psychological Foundations for Social Work  | Revised |
| 6      | I    | WP231AE1   | Communication for Social Work   | Revised |
| 7      | I    | WP231PC1   | Rural Camp  | Revised |
| 8      | II   | WP232CC1   | <b>Core Course V - Community Organization and Social Action</b>   | Revised |
| 9      | II   | WP232CC2   | <b>Core Course VI - Social Work Research and Statistics</b>   | Revised |
| 10     | II   | WP232CC3   | <b>Core Course VII - Social Welfare Administration and Social Legislation</b>                                   | Revised |
| 11     | II   | WP232SE1   | <b>Skill Enhancement Course I</b><br>Alternative Media / Theatre for Transformation<br>(Outside the Class Hour) | Revised |
| 12     | II   | WP232SI1   | <b>Internship</b><br>Summer Internship Training   | Revised |
| 13     | II   | WP232AE2   | Life Skill for Social Work  | Revised |

## Specific Value added Course

| S. No. | Course code | Title of the course           | Credits | Total hours |
|--------|-------------|-------------------------------|---------|-------------|
| I      | WP231V01    | Communication For Social Work | 1       | 30          |

**Item 05/BoS 26.05/07:** Classification of Courses as New courses / Multidisciplinary courses / Courses address Indian Knowledge System, Industry 4.0

Classification of Courses as Industry 4.0 - Nil

| Semester | Course Code | Name of the Course                                   | New Course | Multidisciplinary courses | Courses address Indian Knowledge System |
|----------|-------------|--|------------|---------------------------|---|
| I        | WP231CC1    | Core Course I - Social Work Profession               | ✓          |                           | ✓                                       |
|          | WP231CC2    | Core Course II - Social Case Work                    | ✓          |                           | ✓                                       |
|          | WP231CC3    | Core Course III - Social Group Work                  | ✓          |                           | ✓                                       |
|          | WP231EC1    | Society and Human Behaviour                          | ✓          | ✓                         | ✓                                       |
| II       | WP232CC1    | Community Organization and Social Action             | ✓          |                           | ✓                                       |
|          | WP232CC2    | Social Work Research and Statistics                  | ✓          | ✓                         |   |
|          | WP232CC3    | Social Welfare Administration and Social Legislation | ✓          |                           | ✓                                       |
|          | WP232EC1    | Green Social Work                                    | ✓          | ✓                         |   |



**Item 06/BoS 26.05/08:**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 Entrepreneurship -Nil

| Semester  | Course Code | Name of the Course  | Skill development | Employability |
|-----------|-------------|---|-------------------|---------------|
| <b>I</b>  | WP231CC1    | Core Course I - Social Work Profession  | ✓                 | ✓             |
|           | WP231CC2    | Core Course II - Social Case Work   | ✓                 | ✓             |
|           | WP231CC3    | Core Course III - Social Group Work   | ✓                 | ✓             |
|           | WP231CC4    | Core Course IV - Field Work – I   | ✓                 | ✓             |
|           | WP231EC1    | Elective Course I: a) Society and Human Behaviour   | ✓                 |               |
|           | WP231PC1    | Professional Competence Course I:Rural Camp   | ✓                 |               |
|           | WP231V01    | Communication For Social Work   | ✓                 |               |
| <b>II</b> | WP232CC1    | <b>Core Course V - Community Organization and Social Action</b>   | ✓                 |               |
|           | WP232CC2    | <b>Core Course VI - Social Work Research and Statistics</b>   | ✓                 |               |
|           | WP232CC3    | <b>Core Course VII - Social Welfare Administration and Social Legislation</b>                                   | ✓                 |               |
|           | WP232CC4    | <b>Core Course VIII- Field Work – II</b>  | ✓                 | ✓             |
|           | WP232EC1    | <b>Elective Course II; a)Green Social Work</b>  | ✓                 |               |
|           | WP232SE1    | <b>Skill Enhancement Course I</b><br>Alternative Media / Theatre for Transformation<br>(Outside the Class Hour) |                   | ✓             |
|           | WP232BF1    | <b>Block Field Work training I:</b><br>Summer Internship Training   |                   | ✓             |

**Item 07/BoS 26.05/09:** Classification of the courses as local/ national/regional/ global relevance and Cross cutting issues

| Semester | Course Code | Name of the Course   | Local | National | Regional | Global |
|----------|-------------|--|-------|----------|----------|--------|
| I        | WP231CC1    | Core Course I - Social Work Profession   | ✓     | ✓        | ✓        | ✓      |
|          | WP231CC2    | Core Course II - Social Case Work  | ✓     | ✓        |          | ✓      |
|          | WP231CC3    | Core Course III - Social Group Work  | ✓     | ✓        |          | ✓      |
|          | WP231CC4    | Core Course IV - Field Work - I  | ✓     |          |          |        |
|          | WP231EC1    | Elective Course I: a) Society and Human Behaviour  | ✓     | ✓        | ✓        | ✓      |
|          | WP231PC1    | Professional Competence Course I: Rural Camp   | ✓     |          |          |        |
|          | WP231V01    | Communication For Social Work  | ✓     | ✓        | ✓        |        |
| II       | WP232CC1    | Core Course V - Community Organization and Social Action   | ✓     | ✓        | ✓        | ✓      |
|          | WP232CC2    | Core Course VI - Social Work Research and Statistics   | ✓     | ✓        |          | ✓      |
|          | WP232CC3    | Core Course VII - Social Welfare Administration and Social Legislation                                   | ✓     | ✓        |          | ✓      |
|          | WP232CC4    | Core Course VIII- Field Work - II  | ✓     |          |          |        |
|          | WP232EC1    | Elective Course II: a) Green Social Work   | ✓     | ✓        | ✓        | ✓      |
|          | WP232SE1    | Skill Enhancement Course I<br>Alternative Media / Theatre for Transformation<br>(Outside the Class Hour) |       | ✓        |          |        |

**Item 08/BoS 26.05/10:**

The members of the Board classified the MSW courses in the new structure based on as cross cutting issues such as Environmental sustainability, Human values, Professional ethics and gender sensitization.

| Semester | Course Code | Name of the Course   | Gender | Environmental Sustainability | Human Values | Professional ethics |
|----------|-------------|--|--------|------------------------------|--------------|---------------------|
| I        | WP231CC1    | Core Course I - Social Work Profession                                 |        | ✓                            |              |                     |
|          | WP231CC2    | Core Course II - Social Case Work                                      |        |                              |              | ✓                   |
|          | WP231CC3    | Core Course III - Social Group Work                                    | ✓      |                              |              |                     |
|          | WP231CC4    | Core Course IV - Field Work – I  | ✓      |                              |              |                     |
|          | WP231EC1    | Elective Course I: a) Society and Human Behaviour                      |        | ✓                            |              |                     |
|          | WP231PC1    | Professional Competence Course I: Rural Camp                           | ✓      |                              |              |                     |
|          | WP231V01    | Communication For Social Work  | ✓      |                              |              |                     |
| II       | WP232CC1    | Core Course V - Community Organization and Social Action               | ✓      |                              |              |                     |
|          | WP232CC2    | Core Course VI - Social Work Research and Statistics                   |        |                              | ✓            |                     |
|          | WP232CC3    | Core Course VII - Social Welfare Administration and Social Legislation |        |                              | ✓            |                     |
|          | WP232CC4    | Core Course VIII- Field Work – II                                      | ✓      |                              |              |                     |
|          | WP232EC1    | Elective Course II, a) Green Social Work                               |        | ✓                            |              |                     |

**Item 09/BoS 26.05/11**

New measures to be undertaken by the department

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

- i) The departmental website could be developed as a new measure.

Item 10/BoS 26.05/12

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

| <b>Department</b> | <b>Stakeholders</b> | <b>Feedback Received</b>   | <b>Action Taken</b>  |
|-------------------|---------------------|--|--|
| Social Work       | Students            | Add special training programmes  | Planned to include Alternative Media, NET/SET Coaching       |
|                   | Parents             | Job oriented internship  | Planned to place the students for International institutions |
|                   | Teachers            | Add environmental sustainability course                                      | Implemented  |
|                   | Alumni              | Give importance to the Social Action method.                                 | It is being done   |
|                   | Employers           | Plan the students to place for an International institutions like field work | Planned to place the students for International institutions |
|                   | Academic Peers      | Give technical skill trainings   | Prepared to conduct workshops & skill training programme.    |

## Feed back from Students

Name of the Student : B. Epsiba

Year : 2022-2023

In the paper psychological counselling theory and practice the unit-IV which is given the topics has not much of topics. We need to team much relevant topics in this paper. But the given topics is not efficiency.

Then to add paper related to Green Environment, and sustainability.

And also the psychological counselling theory and practice paper in another unit given topics are couldn't cover because they give the topics are like subtitles of one of the main topics.

*R Epsiba*  
Signature

**Item 11/BoS 26.05/13:**Next Meeting of the BoS

Next BoS meeting will be scheduled as per the instruction from the Institution.

**Item 12/BoS 26.05/14:** Any other

- i) Approved the new department emblem

The meeting came to an end with the vote of thanks by the chairperson at 1.30pm.

**Chair Person**

Ms. Mary Deeba  
Head of the Department  
Department of Social Work  
Holy Cross College (Autonomous)  
Nagercoil

*M. Mary Deeba*

**Member**

Dr. Sathia Raj  
Assistant Professor,  
Department of Social Work  
Holy Cross College (Autonomous)  
Nagercoil

*S. Sathia Raj*

**Special Invitee**

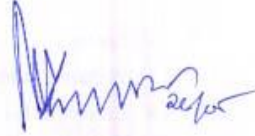
Dr. Gerardin Jayam  
Holy Cross College (Autonomous)  
Nagercoil

*Dr. Gerardin Jayam*

**PANEL MEMBERS OF BOARD OF STUDIES**

**1. University nominee**

Dr.Sahaya Raj,  
Assistant Professor, Department of Social Work,  
St.Xavier's College,  
Pallyamkottai.



**2. Subject Expert**

Dr.Ronald Yesudhas  
Assistant Professor,  
Nirmala Niketan College of Social Work,  
Mumbai.



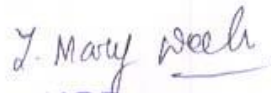
**3. NGO Representative**

Mr.R.Vimal  
Trainer cum Counsellor,  
Punar Jeevan,  
Nagercoil.



**4. Alumni**

Ms.S.Selva Bharati,  
Senior Counsellor,  
One Stop Centre,  
District Social Welfare Office,  
Chennai (South)



**HOD**  
Dept. of Social Work  
Holy Cross College (Autonomous)  
Nagercoil