केरलकेन्द्रीयविश्वविद्यालय
CENTRAL UNIVERSITY OF KERALA
Established by the Parliament of India vide the Central University Act, 2009 (No.25 of 2009)

Periye, Kasaragod District, Kerala, INDIA – 671 316

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DEPARTMENT OF SOCIAL WORK

MINUTES OF THE BOS MEETING – SOCIAL WORK – 11TH MAY, 2016

Venue: Conference Room, CUK, Periye

Members Present: Dr. Jilly John, Dr. Renjith R. Pillai (Internal Expert)
Dr. Sekar, Dr. B T Lawani, Dr. Rameela Shekhar (External Expert)

1. Dr. John, Dean, School of Social Sciences, welcomed the participants and recommended the board to consider the women sensitivity issues and conflict resolution issues.
2. Board decided to have concurrent field work in all the 4 semesters in addition to block field work
3. Collaboration in terms of development of electives with other departments to be initiated.
4. The board discussed on the course structure, added few more details on the papers.
5. Based on the Dean's suggestion, the Board recommends that training of trainers to be organised on the areas – women issues and conflict resolution on the larger framework of disaster management.
6. Recommends for a centre for women studies from UGC at CUK.
7. The board also recommends proposals to be forwarded to ICSSR for setting up a Centre for Disaster Management as a virtual Department with involvement of allied Departments.
8. Board discussed in detail, the faculty involvement in supervision of field work and handholding support provided at the field level for students. Field work agencies are scattered in and around Kasargod District (approximately 70 square kilometers). The board strongly recommends that the direct cost involved in travelling to these social laboratories is reimbursed.
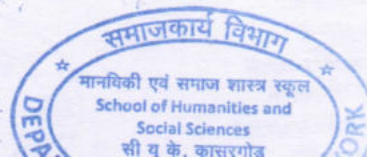
Dr. K Sekar
External Expert

Dr. B T Lawani
External Expert

Dr. Rameela Shekhar
External Expert

Dr.Jilly John
Chairperson

Dr. Renjith R. Pillai
Internal Expert

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Central University of Kerala
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केरल केन्द्रीय विश्वविद्यालय

CENTRAL UNIVERSITY OF KERALA
Tejaswini Hills, Periye P.O, Kasaragod, Kerala, India- 671 316

DEPARTMENT OF SOCIAL WORK

Date 11.05.2016

DEPARTMENT OF SOCIAL WORK BOARD OF STUDIES MEETING

Sl.No.	Name	Signature
1.	Dr.Jilly John, Assistant Professor & HoD I/c Department of Social Work — Chair Person - B.S.	
2.	Dr.Renjith R Pillai, Assistant Professor Department of Social Work	
3.	Dr.Reinhart Philip, Assistant Professor, Department of International Relations	
4.	Dr K Sekar Professor NIMHANS Bangalore-560029	
5.	Dr Rameela Shekhar Professor & Dean Department of Social Work Roshininilaya, Mangalore	11/04/16
6.	Dr B T Lavani Director, Yashwantrao Chavan Institute of Social Sciences Studies and Research Bharati Vidyapeeth University Pune	
7.	Dr Prof.L Tharabhai Former professor & Head of the Department of Sociology Madurai Kamaraj University Maduari 2A,GIE Classic, Tank Road, Near Vanjiyoor School, Thiruvananthapuram Kerala-695001	

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Central University of Kerala

11/05/16
DR. JILLY JOHN
CHAIR PERSON

समाजकार्य विभाग
मानविकी एवं समाज शास्त्र स्कूल
School of Humanities and
Social Sciences
सी य के. कासरगोड

HMS 5204 – SOCIAL WELFARE ADMINISTRATION

Course Objectives

- Understand the concept of social welfare and social welfare administration
- Familiarize the process of establishing and maintaining social welfare organisation
- Attaining knowledge and skills to participate in the management of social welfare organisation
- Understand programme and project management

Course Outline

Unit 1 Social Welfare

- Meaning, concept and importance of social welfare – policies and programs for scheduled castes, schedule tribes, other backward classes, displaced and disabled Social welfare organization and its management – government and voluntary Traditional forms of welfare: charity, mutual-aid, religious organizations Community support network

Unit 2 Social Welfare Administration Meaning of social welfare administration Definition, principles and characteristics

- Process of administration

Unit 3 Procedure and registration

- Registration - Relevant sections of Societies Registration Act -1860, Indian Trust Act
- –1882 and Companies Act - 1956 Document of registration
- Memorandum of association and bye-laws Rules and procedures
- Overall policy

Unit 4 Organizational Structure, Scope and Public Relations

- General body, executive committee, board of trustees, board of directors - duties and responsibilities
- Scope of voluntary organization and withdrawal of Government from social sectors Public relations – significance, tools of publicity

Unit 5 Nature and concept of Project Management

- Need identification
- Project formulations, implementation, monitoring and evaluation Recording, auditing and accountability

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