

P.G. DEPARTMENT OF SOCIAL WORK , D.G.VAISHNAV COLLEGE
MINUTES OF THE BOARD OF STUDIES MEETING HELD ON 25/01/2017

The Meeting of the Board of studies for the P.G. Department of Social Work was held in the Department of Social Work on 25/01/2017 at 9.30 a.m

Following members were Present:

Members of the Board:

1. Dr.Sulu Priya,(Chairman),Assistant Professor, Department of Social Work, DGVC
2. Mrs. Aruna Kumari, (Senior Faculty Member) Department of Social Work, DGVC
3. Dr.P.Amuthalakshmi - (University Nominee) Assistant Professor , Department of Social Work , Madras School of Social Work, Chennai.
4. Dr. Akhileswari, (Subject Expert) Assistant Professor, Department of Social Work, Loyola College, Chennai
5. Mr. Dhanuj Nath, (Industry Expert) Associate VP-HR, Standered Chartered Global Business Services, Chennai.
6. Ms. Mahalakshmi (Alumni Representative)Manager - HR,L&T Constructions(Buildings & Factories Manappakam, Chennai.

Agenda

The following agenda was brought before the board for discussion.

- Review of Existing Syllabus
- Revision of the following subjects:
 - Social Policy & Social Legislation - I Semester
 - Methods of Social Work - I Semester
 - Entrepreneurship - II Semester
 - Welfare Administration - II Semester
 - Work Place Counseling - III Semester
 - Labour Legislation - III Semester
 - Employee Relations Management - III Semester
- Change in Nomenclature from MA (Social Work) to MSW (Master of Social Work)
 - Review of Assessment Methodology in Field Work
 - Any other Matter

Minutes of the Meeting

The Board members were presented with the resolutions made in the previous Board meeting and were updated on the same. The board recorded their appreciation on the efforts taken by the Department.

- A detailed discussion on the subjects revised for the academic year 2015-16 and 2016-17 was done. The board members also pointed out that as per the UGC guidelines, a curriculum once approved by the Academic Council is to be followed for a minimum of three years. It was resolved to make amendments on the same, based on the feedback from the alumni and the industry experts, after the graduation of 2015-17 batch. However revision was done on the following subjects:

Social Policy & Social Legislation	- I Semester
Methods of Social Work	- I Semester
Entrepreneurship	- II Semester
Welfare Administration	- II Semester
Work Place Counseling	- III Semester
Labour Legislation	- III Semester
Employee Relations Management	- III Semester

- As most of the colleges in Tamilnadu have changed the name of the course to MSW, it was resolved to seek the approval of the Academic Council and change the name of the course to MSW (Master of Social Work) (Ref: Communication from UGC D.O No. F1-10/2004 Pt.(CPP-II) dated 11/Nov 2009 -regarding the revised list of 163 specified degrees-)
- It was suggested to retain the Credits and number of hours per subject, as the same.
- To enhance the evaluation of the students in Field work, it was suggested to have a Viva voce by an external examiner at the end of III semester. The distribution of marks for the field Work assessment in the III Semester was resolved to be as follows:

Evaluation by the Supervisor in the Organisation	: 25 Marks,
Evaluation by the External Examiner	: 25 Marks
Evaluation by Internal Examiner	: 50 Marks,
Total	: 100 Marks

This was resolved to be brought in practice from 2017-18 batch onwards. It was also recommended by the Board that if any student is unable to complete the fieldwork practicum in the specific semester, the same can be completed after the completion of the course.

Split up for Project	Criterion	Marks
External & Internal Evaluation	Project Report	60 Marks (30 Marks Internal Evaluation 30 marks external Evaluation)
Internal Evaluation	2 out of 3 Presentations	20
External Evaluation	VIVA -VOCE	20
	Total	100

The above changes were recommended and resolved by the Board, to be effective from the 2018-19 batch.

The meeting came to end with the Chairman thanking the Board members.

No	Name & Designation of Members	Designation in Board	Signature
1.	Dr. Sulu Priya M.S.W Ph.D HOD, Department of Social Work, DGVC	Chairman	
2.	Ms. Aruna Kumari MSW, Mphil Assistant Professor, Department of Social Work, DGVC	Senior Faculty Member	
3.	Dr. P. Amuthalaksmi, MA(SW), MBA, M.Phil, Ph.D Assistant Professor, Dept. of Social Work, Madras school of Social Work (Autonomous), Chennai	University Nominee	
4.	Dr. S. Akileswari M.S.W., Ph.D. Assistant Professor, Department of Social Work Loyola College (Autonomous) Chennai.	Academic Expert	
5.	Mr. Dhanuj Nath MA(SW)-HR Associate Vice President- HR Standard Chartered Global Business Services, Chennai	Industry Expert	
6.	Ms. Mahalakshmi MA(SW)-HR Manager -HR L&T Constructions (Buildings & Factories) Manappakam, Chennai	Alumni	
7.	Ms. Vijayalakshmi, Assistant Professor, Department of Social Work, DGVC	Faculty	
8.	Ms. Sindhu, Assistant Professor, Department of Social Work, DGVC	Faculty	

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DWARAKA DOSS GOVERDHAN DOSS VAISHNAV COLLEGE
(AUTONOMOUS)
COLLEGE WITH POTENTIAL FOR EXCELLENCE, LINGUISTIC MINORITY INSTITUTION
AFFILIATED TO UNIVERSITY OF MADRAS
ARUMBAKKAM, CHENNAI 600 106

CRITERION 1 - CURRICULAR ASPECTS
1.1 CURRICULUM DESIGN & DEVELOPMENT


PROGRAMME NAME & CODE : Master of Social Work &33

**1.1.2 - LIST OF COURSES FOR WHICH SYLLABUS REVISION HAS BEEN CARRIED OUT AS PER
THE APPROVED MINUTES OF THE BOS MEETING HELD ON 25th JANUARY 2017**

SL. NO	SEMESTER	COURSE CODE	COURSE NAME	OLD / NEW COURSE / SYLLABUS REVISION	YEAR OF INTRODUCTION - SYLLABUS REVISION & NEW COURSE
1	I	15-18/33101	Social Work Profession	OLD	-
2	I	17-18/33102	Methods of Social Work	Revision	2017 - Syllabus revision
3	I	17-18/33103	Social Policy & Social Legislation	Revision	2017 - Syllabus revision
4	I	15-18/33104	Human Behaviour	OLD	-
5	II	15-18/33206	Social Work Research	OLD	-
6	II	17-18/33207	Welfare Administration	Revision	2017 - Syllabus revision
7	II	17-18/33208	Industrial Social Work	OLD	-
8	II	15-18/33209	Entrepreneurship	OLD	-
9	III	17-18/33311	Labour Legislation	OLD	-
10	III	15-18/33312	Human Resource Management	OLD	-
11	III	17-18/33313	Work Place Counseling	Revision	2017 - Syllabus revision
12	III	17-18/33314	Employee Relations Management	Revision	2017 - Syllabus revision
13	IV	15-18/33416	Human Resource Development	OLD	-
14	IV	15-18/33417	Organisational Behaviour & Organisational Development	OLD	-

S. Anand

For Head
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