

VINOBA BHAVE UNIVERSITY, HAZARIBAG
FOUR YEAR UNDER GRADUATE PROGRAM(FYUGP) under NEP-20
LABOUR & SOCIAL WELFARE SYLLABUS

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FOUR YEAR UNDER GRADUATE PROGRAM(FYUGP) under NEP-20
LABOUR & SOCIAL WELFARE SYLLABUS

Curriculum and Credit Framework For the
Four Year Under Graduate Programme (FYUGP) As per
provisions of NEP-2020

Vinoba Bhave University, Hazaribag



Subject: Labour & Social Welfare

To be implemented from the Academic Year 2023-24

(From session 2023-27)

Sheo Shankar Singh

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Externals (BOS)

AS
11/9/23

AS
11/9/23

Chandrab

Dean
Faculty of Social Science
Vinoba Bhave University
Hazaribag

11/9/2023

Chandrab
11/9/2023

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Aims of Bachelor's Degree Programme in Labour & Social Welfare (LSW)

The Broad aims of Bachelor's degree programme in Labour & Social welfare (L.S.W) are to provide:

1. To mould a responsible citizen who is aware of most basic domain-independent knowledge, including critical thinking and common.
2. To provide broad and balanced knowledge in L.S.W in addition to understanding of key (concept, principals, and theories of L.S.W).
3. To provide knowledge and skill to the student's thus enabling them to undertake further studies in L.S.W and related areas or multidisciplinary areas that can be helpful for self-employment/Entrepreneurship.
4. To develop student's ability and skill to acquire expertise over solving both theoretical and applied L.S.W problem.
5. To provide the latest subject matter, both theoretical as well as empirical in such a way to foster their core competency and discovery learning. A graduate in L.S.W as envisioned in this framework would be sufficiently competent in the field to undertake further discipline –specific studies, as well as to begin domain-related employment.
6. To enable the graduates, prepare for nation as well as international competitive examination, especially UGC-CSIR, NET and UPSC Civil Services Examination.

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PROGRAMME LEARNING OUTCOME

The student graduating with the degree B.S(Honours/Research) in L.S.W should be able to:

- (i) **Core competency:**Students will acquire core competency in the subject L.S.W, and in allied subject areas.
- (ii) **Systematic and coherent** understanding of the fundamental concepts and all other related subject of L.S.W.
- (iii) **Student will be able to use** the evidence-based approach to explain the economic /soci-economic problem.
- (iv) **The student will be able** to understand the characterization of materials.
- (v) **The student will be able to understand** the basic principal of L.S.W used for understanding the economic problems and may use them from planning Students will be able to demonstrate the experimental techniques and methods of their area of specialization in L.S.W.
- (vi) **Disciplinary knowledge and skill:** A graduate student are expected to be capable of demonstrating comprehensive knowledge and understanding of bot theoretical and experimental/applied knowledge of L.S.W in various fields of interest like budgeting and economic planning.
- (vii) **Skilled communicator:** The course curriculum incorporates basic and advance training in order to make a graduate student capable of expressing the subject through technical writing as well as through oral presentation.
- (viii) **Critical thinker and problem solver:**The Course curriculum also includes component that can be helpful to graduate students to develop critical ability to think & solve Labour & Social welfare related problems
- (ix) **Sense of Enquiry:** It is expected that the course curriculum will be develop an inquisitive characteristic among the students through appropriate questions, planning and reporting experimental investigation.
- (x) **Team player:** The course curriculum has been designed to provide opportunity to act as team player by contributing in field-based situation and industry.
- (xi) **Skilled project manager:** The course curriculum gas been designed in such a manner as to enabling a graduate student to become a skilled project manager by acquiring knowledge about economic analyst.
- (xii) **Digitally Literate:** The course curriculum has been designed to impart a good working knowledge in understanding and carrying out data analysis, use of library, search tools and also use of software and related computational work.
- (xiii) **Ethical awareness/reasoning:** A graduate requires understanding and developing ethical awareness/reasoning, which the course curriculum adequately provide.
- (xiv) **Lifelong learner:** The course curriculum is designed to inculcate a habit of learning continuously through use of advance ICT technique and other available techniques/books. Journals for personal academic growth as well as for increasing employability opportunity.

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TRANSFORMATIVE INITIATIVE FOR FOUR-YEAR UNDERGRADUATE PROGRAMME UNDER NEP

The curriculum framework of Four Year Under Graduate Program(FYUGP) envisage several transformative initiatives in higher education in Jharkhand, in line with the revised UGC Guideline on the adoption of the Choice Based Credit System(CBCS) to implement NEP-2020. These includes:

- a) Introducing holistic and multidisciplinary undergraduate education.
- b) Adoption of flexible curricular structure to enable creative combination of disciplinary areas for study in Multidisciplinary context.
- c) Undergraduate degree programmes of either 3 or 4-year duration, with multiple entry and exit and re-entry option within this period with appropriate certification such as:
 - A certificate after completing 1 Year (2 Semester) of study in the chosen fields of study.
 - A diploma after 2 Year (4 Semester) of study.
 - A Bachelor after 3 years (6 semester) programme of study.
 - A bachelor (with Hons/Research) after 4 years (8 semester) programme of Study.
- d) Inclusion in the curriculum of credit –based course and project in the areas of community engagement and service, environment studies and value-based education.

Now the undergraduate student will have to study:

- Major Paper (MJ)
- Minor Paper(MN)
- Multidisciplinary Course(MDC)

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Instruction to question setters

The semester Internal examination shall have two components. **(a)**Semester Internal Assessment of 20 Marks, and**(b)**Class Attendance Score(CAS) including the behaviour of the student towards teachers and other students of the college of 5 marks. End Semester examination (ESE) is of 75 marks.

In the End semester examination (ESE) there will be two group of questions:

Group A: It will contain very short answer type question (Not MCQ) in which all are to be answered.

Group B: It consists of Short answer type question (2 question), Five question of 5 marks each out of which any three questions to be answered.

Semester Internal Examination(SIE):

There will be **Only One Semester Internal Examination (SIE) in Major, Minor and Research Courses**, which will be organized at college/institution level. However, only one End Semester Examination (ESE) in other courses will be conducted either at College/ Institution or University level depending upon the nature of course in the curriculum.

A. (SIE 20+5=25 marks):

There will be two group of questions-A and B. Group A is compulsory. **Question No.1 of group A will be very short answer type** consisting of five questions of 1 mark each and Question no.2 will be short answer type consisting of one Question for 5 marks. **Group B will contain descriptive type** two questions of ten marks each, out of which any 1 is to be answered.

The Semester Internal Examinations shall have two components. (a) One Semester Internal Assessment Test (SIA) of 20 Marks, (b) Class Attendance Score (CAS) of 5 marks. Class Attendance Score (CAS) includes the behaviour of the student towards teachers and other students of the College.

(ESE 75 marks):

There will be two group of questions A and B. **Group A is compulsory** which will contain three questions. **Question No.1 will be very short answer type** consisting of five questions of 1 mark each. **Question No. 2 & 3 will be short answer type** of 5 marks. Group B will contain descriptive type seven questions of fifteen marks each, out of which any four are to be answered.

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Course Structure for FYUGP“ Honours/Research/Minor/Multidisciplinary”

Credit Framework for Four Year Undergraduate Programme (FYUGP) under
State Universities of Jharkhand [Total Credits = 160]

Level of Courses	Semester	MJ; Discipline Specific Courses –	MN; Minor from discipline (MN; Minor from vocational (MDC; Multidisciplinary Courses from all relevant Courses (2)	AEC; Ability Enhancement Courses (2)	SEC; Skill Enhancement Courses (2)	VAC; Value Added Courses (2)	IAP; Internship/Dissertation (2)	RC; Research Courses (12)	AMJ; Advanced Courses in lieu of R	Credits
1	2	3	4	5	6	7	8	9	10	11	12	13
100-199: Foundation or Introductory courses	I	4	4		3	2	3	4				20
	II	4+4		4	3	2	3					20
Exit Point: Undergraduate Certificate provided with Summer Internship/Project (4 credits)												
200-299: Intermediate-level courses	III	4+4	4		3	2	3					20
	IV	4+4+4		4		2		2				20
Exit Point: Undergraduate Diploma provided with Summer Internship in 1st or 2nd year/Project (4 credits)												
300-399: Higher-level courses	V	4+4+4	4						4			20
	VI	4+4+4+4		4								20
Exit Point: Bachelor's Degree												
400-499: Advanced courses	VII	4+4+4+4	4									20
	VIII	4		4						1 2	4+4+4	20
Exit Point: Bachelor's Degree with Hons./Hons. with Research												160

Note: Honours students not undertaking research will do 3 courses for 12 credits in lieu of a Research project/Dissertation.

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Semester wise Course Structure and Examination Structure for L.S.W Major

Semester	Courses		ExamStructure			
	Code	Paper	Credits	Mid-semester Theory F.M.	End-semester Theory F.M.	
I	MJ-1	SOCIAL SECURITY	4	25	75	
II	MJ-2	SOCIAL WELFARE	4	25	75	
	MJ-3	FIELD WORK & DESSERTATION	4		100	
III	MJ-4	WAGES	4	25	75	
	MJ-5	LABOUR LEGISLATION	4	25	75	
IV	MJ-6	INDUSTRIAL RELATION	4	25	75	
	MJ-7	TRADE UNION	4	25	75	
	MJ-8	FIELD WORK & DESSERTATION	4		100	
V	MJ-9	LABOUR ACT	4	25	75	
	MJ-10	INDUSTRIAL PSYCHOLOGY	4	25	75	
	MJ-11	INDUSTRIAL SOCIOLOGY	4	25	75	
VI	MJ-12	PERSONNEL MANAGEMENT	4	25	75	
	MJ-13	JOB ANALYSIS & JOB EVALUTION	4	25	75	
	MJ-14	Communication and Grievance	4	25	75	
	MJ-15	FIELD WORK & DESSERTATION	4		100	
VII	MJ-16	MORAL, FATIGUE AND MONOTONY	4	25	75	
	MJ-17	LABOUR WELFARE & SOCIAL SECURITY	4	25	75	
	MJ-18	Human Resources Management	4	25	75	
	MJ-19	HUMAN RESOURCE DEVELOPMENT - HRD	4	25	75	
VIII	MJ-20	LABOUR MOVEMENT & TRADE UNION	4	25	75	
	AMJ-1	RURAL & AGRI.LABOUR	4	25	75	
	2AMJ-3	INDUSTRIAL WORKERS FIELD WORK & DESSERTATION	4	25	75	100
		TOTAL CREDIT	92			

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Semester wise Course Structure and Examination Structure for L.S.W Minor

Semester	Courses		ExamStructure			
	Code	Paper	Credit	Mid-semesterTheory F.M.	End-semesterTheor y F.M.	
I	MN-1A	SOCIAL WELFARE	4	25	75	
III	MN-1B	LABOUR ECONOMICS	4	25	75	
V	MN-1C	TRADE UNION	4	25	75	
VII	MN-1D	PERSONNEL MANAGEMENT	4	25	75	
TOTALCREDITS			16			

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Semester wise Course Structure and Examination Structure for L.S.W MDC

Semester	Courses		ExamStructure			
	Code	Paper	Credit	Mid-semesterTheory F.M.	End-semester Theory F.M.	
I	MDC-1	LABOUR LEGISLATION	3	25	75	
TOTALCREDITS			03			

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Semester –I

Paper–MJ-1(SOCIAL SECURITY)
(4 Credit)

MJ-1
Full Marks 100
SIE:20+5=25

Time :3 Hrs
ESE:75

Course Objective:

1. The purpose of this paper is to introduce to the student some basic concepts of social security and understanding the concept of welfare in large.
2. To deepen the knowledge of social security and its different components.
3. To enable the basic framework of welfare in national and local levels.
4. To prepare the learners about the different measures to enable the social security and welfare by government and also by non-governmental organisation for SC/ST and OBC.
5. The course seeks to explore ideas and examine them critically.

Learning Outcome

1. Students will be able to understand the government perspective of the social security and welfare in national and local scenario.
2. They will get a better insight into the measures of social security for SC/ST, & OBC in India and Jharkhand on the path of welfare.
3. Students will be able to understand different theories and types of social security i.e. social insurance and social assistance to meet the need of welfare.
4. We will also be able to understand different views for the need of social welfare for the underprivileged of the society.

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Instruction to question setters for

semester Internal examination (SIE 20+5-25 marks)

The semester Internal examination shall have two components. **(a)**Semester Internal Assessment of 20 Marks, and**(b)**Class Attendance Score(CAS) including the behaviour of the student towards teachers and other students of the college of 5 marks.

End Semester examination (ESE) is of 75 marks.

There will be two group of questions A and B .**Group A:** It will contain very short answer type question (Not MCQ) in which all are to be answered. **Group B:** It consists of Short answer type question (2 question), Five question of 5 marks each out of which any three questions to be answered.

Module 1: Social Security

(20 Classes)

- 1.1 Meaning of Social Security, Methods of Social Security and Growth of Social security in India.
- 1.2 Social Security programmes, pension Programmes, Bridha Pension.
- 1.3 National Social Assistance programme of the Government of India.
- 1.4 Social Security Schemes of the Government of Jharkhand.

Module2: Poverty and unemployment

- 2.1: Poverty: Meaning and Measurement.
- 2.2: Extent cause and effect of poverty in India, Special Programmes of the Government for the Eradication **(20 Classes)** of poverty.
- 2.3: Unemployment: Meaning, Types and causes.
- 2.4: Extent of Unemployment in India, Measures to remove Unemployment, Special Programmes of the Government for the removal of unemployment.

Module 3: Child , Women Welfare& ST/SC Welfare

(10 Classes)

- 3.1: Problems and Rights of Children.
- 3.2: Provision of the constitution and National policy for Child Welfare Integrated Child Development Programmes for the Welfare of Children and Role of Voluntary Agencies in the field of child welfare.
- 3.3: Position of Women and Problems of Women welfare.
- 3.4: Women's measures in India and Family Welfare.

Module4: Social Problems

(10 Classes)

- 4.1: Beggary: Beggary in India, types of Beggery and causes of Beggary.
- 4.2: Legislation and other measures for the control of Beggary in India.
- 4.3: Causes of Alcoholism & Drug Addiction, Effect of Alcoholism and Drug Addiction, Prohibition in India, Obstacles in the way of Prohibition.

Suggested Book:

1. P.R.N.Singh&Indubala –SharamEvamSamajKalyan(Hindi)
2. G.R. Madan –IndianSocialProblems
3. C.B.Memoria –SocialProblemsandsocialDisorganization
4. Govt.ofIndia –SocialWelfareinIndia
5. C.B. Memoria –SocialSecurityinIndia

Semester –II

Paper–MJ-2(SOCIAL WELFARE)

MJ-2

(4 Credit)

Full Marks 100

SIE:20+5=25

Time :3 Hrs

ESE:75

CourseObjective:

1. To give students an orientation about the field of labour and social welfare and its scope.
2. To orient students about the social problems, its cause, consequences and the intervention required.
3. To impart theoretical knowledge along with practical skills to practice as a professional welfare officer.
4. To be able to understand the legislative development and current situation of laws related to labour in India.
5. To be able to utilize different theories and methods of labour for direct practice.
6. To understand the value base of professional and ethical standards, principles, laws and practice accordingly.
7. To provide knowledge and experience in interdisciplinary subjects like economic, sociology, political science and social work.

Learning Outcome

1. Develop understanding about the scope of labour and social welfare in different areas.
2. Students are equipped with the knowledge about various social problems and how to deal with them.
3. Students acquire knowledge and skills that guide them in practice as welfare officer.
4. Implementation of different theories and methods of labour and social welfare.
5. Practical knowledge of labour related different acts available in Indian judiciary.
6. Students follow professional and ethical standards and principle of labour and social work while working diverse and vulnerable population.
7. Students are able to connect labour and social welfare to various other disciplines of study.

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Module 1: SOCIAL WELFARE

(20 Classes)

- 1.1 Definition of social work
- 1.2 Scope of Social welfare
- 1.3 Changing approach to social welfare
- 1.4 Important process of social welfare.
- 1.5 Welfare state & social welfare.

Module 2: SOCIAL Work

(20 Classes)

- 2.1 Meaning & Nature of Social work.
- 2.2 Scope of Social work
- 2.3 Characteristics of Social work.
- 2.4 Origin & Growth of social work in Western countries.
- 2.5 Origin & Development of Social work in India.

Module 3: Social Casework, Social Groupwork& Community Organisation

(10 Classes)

- 3.1 Definition of casework, Groupwork &Community organisation.
- 3.2 Principle of casework, Group work &Community organisation.
- 3.3 Step & Processes in casework, Group work &Community organisation.
- 3.4 Role of Social caseworker, Group worker & Community Organisation worker

Module 4: Crime & Prostitution

(10 Classes)

- 4.1 Crime- Concept, Kinds, Theories regarding crime.
- 4.2 Causes of crime.
- 4.3 Statistics relating to crime in India.
- 4.4 Control of crime.
- 4.5 Prostitution- Concept, Type.
- 4.6 Causes & Effects of Prostitution.
- 4.7 Control of Prostitution.

Suggested Book:

1. P.R.N.Singh&Indubala–SharamEvamSamajKalyan(Hindi)
2. G.R. Madan –IndianSocialProblems
3. C.B.Memoria –SocialProblemsandsocialDisorganization
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MJ-03

Paper- MJ-03 (Field Work and Viva-Voce)

Full Marks 100

Time :3 Hrs

Unit1: Field Work – Every student of semester III must undergo for at least one month offieldwork(localLevel).Duringthisperiod,he/shewillinvestigateintotheconditionof work of worker in either Industry, Agriculture, Shop, economic establishment orany other organization. Students can also critically analysis situation of Womenworkers or self-employed persons to look their economic and socio-economiccondition. Student can select their field work in any social welfare agencies or non-government agencies under the guidance and supervision of their field supervisor andcollegefaculty.

Afterthefieldworkisover abriefwrittenreportwillbesubmittedfor evaluatingthestudentprogressduring thisfield work.Thereportwillbecarrying 50 marks.

Unit2: The oral examination carrying 50 marks will be held after a student has completedwithallthe aboverequirement ofthefiled work.While theexaminationwillcoverallthe paper till semester III in the honours course. Special emphasis will be paid on the topicselectedforreportwritingforthe field workwhichstudenthastaken.

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Semester –III

PAPER–MJ-4(WAGES)

MJ-04

(4 Credit)

Full Marks 100

Time :3 Hrs

SIE:20+5=25

ESE:75

CourseObjective:

1. The purpose of this paper is to give an idea about wage and salary and their differences.
2. To enable students to understand the concept and approach of compensation management.
3. It will help students to explore meaning and types of incentives and incentive plans of any organisation.
4. To enable students to acquire and understand concept and power and functions of wage board.
5. To enable students to understand concept of bonus and important provisions of payment of bonus act, 1965.
6. Students will be exploring different wage issues such as Trade Union, Productivity, standard of living and women.

LEARNING OUTCOME

1. Students will be able to understand difference between wage and salary.
2. They will get a better insight of compensation and incentives; concept and approaches of compensation will be understood with types of incentives.
3. Students will be able to learn wage board and its power and function related to wage in India.
4. We will also give a brief idea about bonus and some of the provisions related to payment of bonus act 1965.
5. We will be able to understand different issues related to wage with other components such as trade union, productivity, standard of living and women.

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Module 1: WAGES

- 1.1 Wages: Wages and Real Wages. **(20 Classes)**
- 1.2 Money Wage and Real Wage.
- 1.3 Minimum, Fair, Living, Legal Minimum wages.
- 1.4 Possibilities of Minimum wages, fair wages and living wages in India.

Module 2: Theories of Wages **(20Classes)**

- 2.1 Types of Wage differentials.
- 2.2 Inter-Firm wage differentials
- 2.3 Geographical or Regional wage differentials.
- 2.4 Inter-Industry Wage Differentials.
- 2.5 Wage differentials Based on Sex.

Module 3: State or Government Regulation of Wages. **(10 Classes)**

- 3.1 Objectives of State or Government Regulation of Wages.
- 3.2 Methods of Wage-Fixation.
- 3.3 Wage Regulation in India.
- 3.4 Components of Wages.

Module 4: Industrialization. **(10 Classes)**

- 4.1 Meaning, Characteristics.
- 4.2 Industrial Revolution, Consequences.
- 4.3 Scales of Production-Small, Medium, Large.
- 4.4 Merits & Demerits.
- 4.5 Industrialisation in India, Some Important Industries in India.

Module 5: Bonus. **(10 Classes)**

- 5.1 Concept, Payment of Bonus in India.
- 5.2 Payment of Bonus Act 1965
- 5.3 Wage Board –Concept & Constitution, Power & Function.

Suggested Books :

1. ILO 'Minimum Wages Fixing and Economic Development' International Labour Office, Geneva
2. ILO 'Payment of Results' International Labour Office, Geneva
3. Lanham 'Administration of Wages and Salaries': Harper & Row Publishers, London
4. Sidney Weintraub 'Some Aspects of Wages Theory and Policy' Chilton Book, New York.
5. Subhramanin "Wages in India"

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PAPER–MJ-5 (Labour Legislation)
(04 Credit)

MJ-5
Full Marks 100
SIE:20+5=25

Time :3 Hrs
ESE:75

Program Objective:

1. The Program is designed with the objectives to develop highly adapt professional, capable of working in diverse sectors, continuously striving for excellence in performance, propagating thought leadership and contributing to the welfare of the society at large.
2. The Curriculum of the continuously evolving full time program rests on two pillars: One, providing a strong analytical foundation in key functional areas especially in managing human resources in companies and NGO's and the other enabling a high degree of academic flexibility, thereby allowing students to customize their experiences.
3. The programme nurtures and develops base for human resource manager, labour officers, HR Professionals with personalised care and attention, in small workgroups and teams and in a practical, application-oriented environment. Every year aspirants avail the opportunity of realizing their dreams through this program.

Learning Outcomes:

1. To Enable Students to understand Labour Legislation available for Labours to protect their rights and for their welfare.
2. Students will be able to understand the working theories related to Labour laws in India and how it serves for welfare to workers.
3. Able to understand the function and process of making legislation.
4. Able to know the importance of Labour legislation in the context of Labour justice.
5. To understand provisions of various Labour legislations in India.
6. Able to promote knowledge in understanding the cause and effect of discrimination and oppression.
7. Able to prepare modules and strategies for advocacy to bring sustainable change.

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Module 1: Labour legislations (20 Classes)

- 1.1: Principal of Modern Legislation, Criticism.
- 1.2: Meaning, Social and Labour Legislation.
- 1.3: Nature of Early Labour Legislation.
- 1.4: Kinds of Labour Legislation.

Module2: History of Modern Labour Legislation (20 Classes)

- 2.1: Position before 1919.
- 2.2: Position from 1919 till the Attainment of Independence
- 2.3: National Commission on Labour 2002.
- 2.4: History of Labour Legislation.
- 2.5: Provision of Indian Constitution relating to Labour.
- 2.6: Growth of Labour Legislation in Indian after Independence.

Module 3: Labour Administration (10 Classes)

- 3.1: Labour Administration of Central Government.
- 3.2: Labour Administration in Jharkhand.
- 3.3: Role of ILO in the field of Labour Administration.
- 3.4: Starting Pandit Dindayal Upadhyaya Shramev Jayate Karyakram.
- 3.5: Second National Commission on Labour 2002 relation to Labour administration.

Module4: International Labour Organization (10 Classes)

- 4.1: Objective & Principal of ILO.
- 4.2: Structure of ILO.
- 4.3: Main function and activities of ILO.
- 4.4: Convention and Recommendation of ILO.
- 4.5: Influence of the ILO on Indian Labour Legislation.

Suggested Books:

Sl.No	Author	Title of Book	Publisher
1	पी०आर०एन०सिन्हाएवंइन्दुबाला	श्रमएवंसमाज –कल्याण	Bharti Bhavan Publication
2	डॉचतुर्भुजमामोरिया	सेविवर्गप्रबन्धएवंऔद्योगिकसम्बन्ध	साहित्यभवनपब्लिकेशन-आगरा
3	डॉगणेशकुमारझा	Labour Law, Industrial Relation and Social Welfare	Notion Press
4	Tom Burdon, Charlie Cooper, Steph Petrie	Modernising Social Policy: Unravelling New Labour's Welfare Reforms	Routledge Publication
5	Ashok Kumar	Developing Women and Children in India	South Asia Books

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SEMESTER- IV

MJ-06

Paper- MJ-06(Industrial Relations)

Full Marks 100

Time :3 Hrs

SIE:20+5=25

ESE:75

CourseObjective:

1. To enable student to understand industrial relation meaning, element of conflict and co-operation.
2. The purpose of this paper is to provide students better understanding of industrial dispute and its causes.
3. To develop the understanding of strike and lock-out and its causes and its effect.
4. To prepare the learners about the Industrial Dispute Act, 1947.
5. The course seeks to explore ideas for settling the dispute in any industry.
6. To demonstrate different methods to settle any disputes such as collective bargaining, mediation, arbitration etc.

Learning Outcome

1. Students will be able to understand the working of Industrial Dispute Act, 1947 and its use within the limits of India.
2. They will get a better insight of methods used for settling disputes such as collective bargaining, international peace, negotiation, etc.
3. Students will be able to understand strike and lock-out and its impact.
4. We will also be able to understand industrial relation and its scope in any organisation.
5. We will be able to understand the relation between industrial relation and industrial dispute and its scope.

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Instruction to question setters for

semester Internal examination (SIE 20+5-25 marks)

The semester Internal examination shall have two components. (a) Semester Internal Assessment of 20 Marks, and (b) Class Attendance Score (CAS) including the behaviour of the student towards teachers and other students of the college of 5 marks.

End Semester examination (ESE) is of 75 marks.

There will be two group of questions A and B. **Group A:** It will contain very short answer type question (Not MCQ) in which all are to be answered. **Group B:** It consists of Short answer type question (2 question), Five question of 5 marks each out of which any three questions to be answered.

Module 1: Industrial Relations (20 Classes)

- 1.1 Concept of Industrial Relations.
- 1.2 Silent features of Industrial relations in India after Independence.
- 1.3 Changing roles of Parties in Industrial Relations.
- 1.4 Dominant aspects of Industrial Relations.
- 1.5 Description of the Development of Industrial relation in India.

Module 2: Industrial Disputes and Strikes (20 Classes)

- 2.1 Define Industrial Disputes, Main Causes.
- 2.2 Methods of setting industrial disputes.
- 2.3 Effects of Industrial Disputes.
- 2.4 Strikes, Lockout, Types, Causes.
- 2.5 Provision of code of discipline and code of conduct.

Module 3: Collective Bargaining (10 Classes)

- 3.1 Define, Characteristics and importance.
- 3.2 Factors hindering the growth of collective bargaining in India.
- 3.3 Unites and subject of collective bargaining.
- 3.4 Industrial Disputes Act 1947.

Module 4: Workers Participation in Management (10 Classes)

- 4.1 Concept and objectives
- 4.2 Forms of Workers
- 4.3 Features of Government sponsored schemes.
- 4.4 Causes of Failure of Government sponsored scheme of Workers.
- 4.5 Composition and function of joint management council.

Suggested Books:

1. G.P.Sinha & P.R.N.Sinha – Industrial Relation & Labour Legislation
2. P.R.N. Sinha & Indu Bala – Shramavam Samaj Kalyan
3. Mary Sur – Collective Bargaining in India
4. Charles Myser – Industrial Relation in India

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MJ-07

Paper- MJ-07(Trade Union)

Full Marks 100

Time :3 Hrs

SIE:20+5=25

ESE:75

CourseObjective:

1. The purpose of this paper is to develop understanding of Trade Union, its meaning, types, growth etc.
2. To enable student to understand different theories given by Karl Marx, Selig Perlman and Mahatma Gandhi.
3. It will help student to understand the objective, function and methods of Trade Union.
4. To enable student to acquire and understand structure and types of Trade from local to national trade union.
5. To enable student to understand the relation between trade union and politic.

Learning Outcome:

1. Students will be able to understand the trade union, its type, growth and development of trade union. We will also learn about the causes and determinants of present growth of trade union.
2. They will get a better insight of theories of trade union laid by Karl Marx, Selig Perlman and Mahatma Gandhi.
3. Students will be able to also understand different objectives of trade union, and will also give idea of functions and methods of trade union.
4. We will also be able to learn about different levels of trade union from local to global. It will give brief idea of structure and types of trade union.
5. We will be able to understand the aspect of politic with reference to trade union.

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Instruction to question setters for

semester Internal examination (SIE 20+5-25 marks)

The semester Internal examination shall have two components. (a)Semester Internal Assessment of 20 Marks, and(b)Class Attendance Score(CAS) including the behaviour of the student towards teachers and other students of the college of 5 marks.

End Semester examination (ESE) is of 75 marks.

There will be two group of questions A and B .**Group A:** It will contain very short answer type question (Not MCQ) in which all are to be answered. **Group B:** It consists of Short answer type question (2 question), Five question of 5 marks each out of which any three questions to be answered.

Module 1: Trade Union

(20 Classes)

1.1Definition, Types.

1.2Merit &Demerits.

1.3Objective & Methods.

1.3Origine of Modern Trade Unions.

Module 2: History of Indian Trade Union Movement

(20 Classes)

2.1History of Trade Union movement of India.

2.2History of Trade Union Movement prior to Independence.

2.3Features of Trade Union Movement after Independence.

2.4Changing roae of Trade Union.

2.5Central Federation/Central Trade union organisation.

Module 3: TradeUnion Problems.

(10 Classes)

3.1Problems relating to size and finance.

3.2Structure and government of India. Political affiliation.

3.3Leadership, outside Leadership.

3.4Rivalary and Factualism

Module4: Trade Union Act-1926

(10 Classes)

4.1 Trade union Act 1926

4.2 Main provision of the Act.

4.3Procedure for the registration of Trade union.

4.4TheoriesofLabourMovement

1.Karl Marks

2.Seling Perlman

3.Mahatma Gandhi

Suggested Book:

1. A.S. Mathur&J.SMathur–TradeUnionmovementinIndia
2. S.C.Jha–IndianTradeUnionMovement
3. V.B. Karnik–IndianTradeUnions–Asurvey
4. G.D.H. Cole-TradeUnion
5. Sood’s–TradeUnionLeadershipinIndia

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MJ-08

Paper- MJ08(FieldWorkandViva-Voce)

Full Marks 100

Time :3 Hrs

Unit1: Field Work – Every student of semester **IV** must undergo for at least one month offieldwork(localLevel).Duringthisperiod,he/shewillinvestigateintotheconditionof work of worker in either Industry, Agriculture, Shop, economic establishment orany other organization. Students can also critically analysis situation of Womenworkers or self-employed persons to look their economic and socio-economiccondition. Student can select their field work in any social welfare agencies or non-government agencies under the guidance and supervision of their field supervisor andcollegefaculty.

Afterthefieldworkisover abriefwrittenreportwillbesubmittedfor evaluatingthestudentprogressduring thisfield work.Thereportwillbecarrying 50 marks.

Unit2: The oral examination carrying 50 marks will be held after a student has completedwithallthe aboverequirement ofthefiled work.While theexaminationwillcoverallthe paper till semester **IV** in the honours course. Special emphasis will be paid on the topicselectedforreportwritingforthefield workwhichstudenthastaken.

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Semester –V

MJ-09
Full Marks 100
SIE:20+5=25

Paper- MJ09 (Labour Act)
CREDIT-4

Time :3 Hrs
ESE:75

CourseObjective:

1. To enable students to understand labour legislations available for labour to protect their rights and for their welfare.
2. The purpose of this paper is to provide students better understanding of different provision under Factories Act, 1948 for health, welfare, etc of workers.
3. To develop the understanding of Child Labour Act 1986 -(Prohibition Regulation) its scope and important provisions.
4. To prepare the learners about the Mines Act, 1952.
5. The course seeks to explore ideas of other important acts such as The Payment of Wages Act, 1936, The Minimum Wages Act, 1948, The Equal Remuneration Act, 1976.

LEARNING OUTCOME

1. Students will be able to understand the working theories related to labour laws in India and how it serves for welfare to workers.
2. They will get a better insight Factories Act, 1948 and its important provisions which were revolutionary steps for welfare of labour in India.
3. Students will be able to understand the importance of Child Labour Act 1986 (Prohibition and Regulation) in changing the condition of child labour in India.
4. We will also be able to understand different important labour laws which help to change the situation in labours such as The Mines Act, 1952, The Payment of Wages Act, 1936, The Minimum Wages Act, 1948, The Equal Remuneration Act, 1976.

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Instruction to question setters for

semester Internal examination (SIE 20+5-25 marks)

The semester Internal examination shall have two components. **(a)**Semester Internal Assessment of 20 Marks, and**(b)**Class Attendance Score(CAS) including the behaviour of the student towards teachers and other students of the college of 5 marks.

End Semester examination (ESE) is of 75 marks.

There will be two group of questions A and B .**Group A:** It will contain very short answer type question (Not MCQ) in which all are to be answered. **Group B:** It consists of Short answer type question (2 question), Five question of 5 marks each out of which any three questions to be answered

Module 1:LABOURACT

(20 Classes)

- 1.1Factory ACT 1948
- 1.2Provision of the factories Act 1948.
- 1.3Health & Welfare.
- 1.4Hours of Work-adults, children and Young person.

Module 2:MINIMUM WAGES ACT-1948

(20 Classes)

- 2.1Concept of minimum wages, Fair and living wages.
- 2.2Objectives and Scopes.
- 2.3Minimum wages Act 1948 in Jharkhand.
- 2.4Provision of the minimum wages Act-1948

Module 3: EMPLOYEES

(20 Classes)

- 3.1State Insurance Act-1948
- 3.2employeesCompensationAct-1923
- 3.3Maternity Benefit Act 1961.

SUGGESTED BOOKS:

1. Srivastava, CB:IRandLabourLaws,NewDelhi,Vikash
2. Goswami, V.G.:LabourandIndustrialLaws,AllahabadCentreLawAgency
3. Das,R. K :Principles&ProblemsofLabour
4. Universal :LabourandIndustrialLawsManual,NewDelhi,UniversalLawPublishingAgency
5. MishraSN :LabourandIndustrialLaws,
6. Saiyed,I.A. :LabourLaws,Mumbai,Himalaya

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MJ-10

Paper- MJ10 (INDUSTRIAL PSY.)

Full Marks 100

CREDIT-4

Time :3 Hrs

SIE:20+5=25

ESE:75

COURSE OBJECTIVE:

1. The purpose of this paper is to bring an idea of Industrial Psychology and its development; different faces of Industrial psychology as science and as progression.
2. To enable students to understand methods and basic research strategies used in Industrial Psychology such as observation, survey and opinion poll.
3. It will help students to understand meaning and determinants of job analysis and job evaluation in any Industries.
4. To enable students to acquire and understand working condition and working problems of any employee in industry.
5. To enable students to understand meaning and definition of accident and will get a fair idea of factors for accident and measure to secure safety.

LEARNING OUTCOME

1. Students will be able to acquire knowledge on Industrial psychology and its development and will be able to understand different faces of industrial psychology as science.
2. They will get a better insight of methods and basic research strategies used in industrial psychology such as observation, survey and opinion poll.
3. Students will be able to learn about meaning and determinants of job analysis and methods and factors of job evaluation
4. We will also give a brief idea working condition such as noise, atmospheric condition, rest period set and problems faced by workers in industry such as fatigue, monotonous, and Maladjustment.
5. We will be able to understand the aspect accidents and safety at workplace, different types of accidents and measure to control it.

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LABOUR & SOCIAL WELFARE SYLLABUS

Instruction to question setters for

semester Internal examination (SIE 20+5-25 marks)

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End Semester examination (ESE) is of 75 marks.

There will be two group of questions A and B .**Group A:** It will contain very short answer type question (Not MCQ) in which all are to be answered. **Group B:** It consists of Short answer type question (2 question), Five question of 5 marks each out of which any three questions to be answered

Module 1: INDUSTRIAL PSYCHOLOGY

(20 Classes)

- 1.1 Definition, Objective, function.
- 1.2 Development, Importance
- 1.3 Area of Industrial Psychology.
- 1.4 Psychological problem in organisation.
- 1.5 Limitation.

Module2: Learning

(20 Classes)

- 2.1Defination,
- 2.2 Various Theories of Learning
- 2.3Veroious Principle of Learning
- 2.4Conginitive theory

Module3: Personality

(20 Classes)

- 3.1 Meaning &Definition
- 3.2 Concept of Personality &Characteristics
- 3.3Various Dimension& Types
- 3.4 Development of Personality
- 3.5Self –Concept theory of Personality.

Module4: Motivation Theories & Attitude.

(20 Classes)

- 4.1Definition, Various characteristics
- 4.2 Types of MotivatedBehaviour
- 4.3 Early Approach to Motivation.
- 4.4Define Attitude& characteristics.
- 4.5 Various types of Job related attitude.
- 4.6 Function of Attitude

Suggested Books:

1. D.C. Kochar–IndustrialPsychology
2. Tiffin-IndustrialPsychology
3. Barnes –TimeandMotionstudy
4. Viteles -IndustrialPsychology
5. J.S.Grey– StudyofPsychology
6. Moore–PsychologyofBusinessandIndustry

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MJ-11
Full Marks 100
SIE:20+5=25

Paper- MJ11 (INDUSTRIAL SOCIOLOGY.)
CREDIT-4

Time :3 Hrs
ESE:75

CourseObjective:

1. The purpose of this paper is to give idea about nature and scope of industrial sociology and will get a brief idea of its importance in context of India.
2. To enable students to explore the rise and development of industrial sociology, Modern Industrialization, Industrial Revolution, Effects, advantage and disadvantage of Industrial Revolution.
3. It will help students to explore causes of industrialization, definition and characteristic of industrialization and industrialization and society of India.
4. To enable student to acquire and understand the Problem of Working Condition in Industry, Advantage and Disadvantage of Automation, Incentives and Motivation.
5. To enable students to understand bearing of society and industry on each other.
6. Students will be exploring different aspects of industry and human relation.

LEARNING OUTCOME

1. Students will be able to learn nature and scope of industrial sociology with its importance.
2. They will get a better insight of rise and development of industrial sociology, effects of industrial revolution and modern industrialization.
3. Students will be able to learn definition and characteristic of industrialization causes of industrialization and its effect on Indian society.
4. We will also give a brief idea of problem of working condition, incentive and motivational factors.
5. We will be able to understand impact of industry on development and social change in India.

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LABOUR & SOCIAL WELFARE SYLLABUS

Instruction to question setters for

semester Internal examination (SIE 20+5-25 marks)

The semester Internal examination shall have two components. (a)Semester Internal Assessment of 20 Marks, and(b)Class Attendance Score(CAS) including the behaviour of the student towards teachers and other students of the college of 5 marks.

End Semester examination (ESE) is of 75 marks.

There will be two group of questions A and B .**Group A:** It will contain very short answer type question (Not MCQ) in which all are to be answered. **Group B:** It consists of Short answer type question (2 question), Five question of 5 marks each out of which any three questions to be answered

Module1: Industrial Sociology (20 Classes)

- 1.1Defination, Nature, Scope, importance
- 1.2Sociology-rise and development of Industrial sociology.
- 1.3Modern Industrial organisation
- 1.4Industrialization and society
- 1.5Philosophy of sociology of work.

Module2: Rise and Development of Industrial Sociology (20 Classes)

- 2.1Originanddevelopment
- 2.2ModernIndustrialization,IndustrialRevolution
- 2.3Effectsof Industrial Revolution
- 2.4 Advantage and Disadvantage of IndustrialRevolution.

Module3: Philosophy of sociology of work. (10 Classes)

- 3.1 Modern thoughts regarding work, Incentive& Motivation.
- 3.2 Problem of Working condition.
- 3.3Working condition, Psychological aspects to work.
- 3.4WorkingConditioninIndustry,AdvantageandDisadvantageofAutomation.

Module4: Industry & Labour (10 Classes)

- 4.1 Meaning, Causes of Labour Problem
- 4.2Problem of Indian Labour
- 4.3Rationalization –Characteristics, Objective, Advantage& Disadvantage.

SUGGESTED BOOKS:

1. MillerandForm:IndustrialSociology
2. VincentandMayers:NewFoundationfor IndustrialSociology
3. DavidBrownandMichaelHanison:ASociologyofIndustrialization

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Semester –VI

MJ-12
Full Marks 100
SIE:20+5=25

Paper- MJ12 (PERSONNEL MANAGEMENT)
CREDIT-4

Time :3 Hrs
ESE:75

CourseObjective:

1. The purpose of this paper is to introduce to the students about some basic concept of Personnel Management and its scope in India.
2. To deepen the knowledge of important methods/components used in personnel management for its implementation.
3. To develop the understanding knowledge of personnel management and how it can be useful to any organisation to manage their workforce.
4. To prepare the learners about the different components such as recruiting, selection, training and development and its use in personnel management.
5. The course seeks to explore ideas and examine them critically.
6. To enable students to understand management better.

Learning Outcome

1. Students will be able to understand the management perspective of any organisation to manage the workforce.
2. They will get a better insight of function of management in recruiting and selection of staffs in the organisation.
3. Students will be able to understand different components used by management in order to run the organisation without any hazard.
4. We will also be able to understand different views for the need of personnel management in any organisation.
5. We will be able to understand the scope of personnel management in India.

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LABOUR & SOCIAL WELFARE SYLLABUS

Instruction to question setters for

semester Internal examination (SIE 20+5-25 marks)

The semester Internal examination shall have two components. (a) Semester Internal Assessment of 20 Marks, and (b) Class Attendance Score (CAS) including the behaviour of the student towards teachers and other students of the college of 5 marks.

End Semester examination (ESE) is of 75 marks.

There will be two group of questions A and B. **Group A:** It will contain very short answer type question (Not MCQ) in which all are to be answered. **Group B:** It consists of Short answer type question (2 question), Five question of 5 marks each out of which any three questions to be answered

Module1: Personal Management

(20 Classes)

- 1.1 Subject Matter of Personnel Management
- 1.2 Scope of Personnel Management
- 1.3 Function, classification
- 1.4 Responsibilities of Personnel manager
- 1.5 Development of personnel management in India.
- 1.6 Evaluation & Philosophy of Personnel Management.

Module2: Principle of Organisation

(20 Classes)

- 2.1 Meaning, Principle of Organisation
- 2.2 Types of Organisation

Module3: Manpower planning & Recruitment.

(10 Classes)

- 3.1 Meaning & Objective
- 3.2 Elements of Manpower plans.
- 3.3 Forms of Manpower Plans.
- 3.4 Recruitment-Source of Recruitment
- 3.5 Recruitment Policies
- 3.6 Recruitment-Industries, Factories, Transportation, Plantation.

Module4: Selection Procedure

(10 Classes)

- 4.1 Types of Interview, Induction
- 4.2 Promotion, Kinds of Promotion
- 4.3 Termination of Service, Lay-off
- 4.4 Dismissal, Discharge, Retracement

Suggested Books:

1. Saxena, SC: Principles and practice of Management, Agra, Sahitya Bhawan Prakashan
2. Gupta, CB: Principles and practice of Management Delhi, Mayur Paper Book
3. LM Prasad: Principles and Practice of Management Delhi, Sultan Chand
4. Koontazad O'doneel: Principles of Management
5. Terry: Principles of Management
6. Tripathi, PC: Principles of Management
7. Jha B. & Jha S.N.: Fundamentals of Management

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MJ-13

Paper- MJ13 (JOB ANALYSIS & JOB EVOLUTION)

Full Marks 100

CREDIT-4

Time :3 Hrs

SIE:20+5=25

ESE:75

CourseObjective:

1. The purpose of this paper is to introduce to the students about some basic concepts of Personnel Management and its scope in India.
2. To deepen the knowledge of important methods/components used in personnel management for its implementation.
3. To develop the understanding knowledge of personnel management and how it can be useful to any organisation to manage their workforce.
4. To prepare the learners about the different components such as recruiting, selection, training and development and its use in personnel management.
5. The course seeks to explore ideas and examine them critically.
6. To enable students to understand management better.

Learning Outcome

1. Students will be able to understand the management perspective of any organisation to manage the workforce.
2. They will get a better insight of function of management in recruiting and selection of staffs in the organisation.
3. Students will be able to understand different components used by management in order to run the organisation without any hazard.
4. We will also be able to understand different views for the need of personnel management in any organisation.
5. We will be able to understand the scope of personnel management in India.

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LABOUR & SOCIAL WELFARE SYLLABUS

Instruction to question setters for

semester Internal examination (SIE 20+5-25 marks)

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End Semester examination (ESE) is of 75 marks.

There will be two group of questions A and B .**Group A:** It will contain very short answer type question (Not MCQ) in which all are to be answered. **Group B:** It consists of Short answer type question (2 question), Five question of 5 marks each out of which any three questions to be answered

Module1: Training& Development (20 Classes)

- 1.1 Need, Type& Method of Training.
- 1.2 Training Programme in India.
- 1.3 JobAnalysis–Meaning,ProcedureandUtilities,
- 1.4 JobDescription,JobSpecificationand Classification,
- 1.5 Job Evaluation-Objective, Principle, Condition& Procedure

Module2: Leadership (20 Classes)

- 2.1 Meaning & Importance of Leadership.
- 2.2 Nature, Difference between Leadership &Bossism.
- 2.3 Approach of Leadership.

Module 3: Human Relation (10 Classes)

- 3.1Meaning, Subject Matter
- 3.2Principle of Human Relation
- 3.3Human relation & Personnel Function.
- 3.4Evaluation of Human Relation Moment.
- 3.5Philisophy of Human Relations.
- 3.6Method & Training

Module4: Human Resources Management (10 Classes)

- 4.1Introduction-Meaning, Concept, Objectives, Importance, Scope
- 4.2Functions and Responsibilities Of HRM, Challenges
- 4.3Changing Role of HRM, Industry.
- 4.4Procurement-Selection Factors, Process, Steps, Merits and Demerits
- 4.5Basic Selection, Model, Psychological Test, Interview Testing, E-recruitments.

Suggested Books.

1. Armstrong, M.:A Handbook of HRM Practice, Kagam Page, New Delhi.
2. Aswathapa, K.:Human Resource Management, TMH, New Delhi.
3. Beard well, Ian and Holden, Len:HRM: A contemporary Perspective, McMillan, New Delhi.
4. Chhabra, T.N.:HRM:Concept and Practice.
5. Dessler, Gary:HRM, Prentice Hall of India, New Delhi.
6. Gupta, C.B.:Human Resource Management.
7. Kulkarni, M.U.:IIRM and IR

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Semester –VI

MJ-14

Paper-MJ 14(Communication and Grievance)

Full Marks 100

CREDIT-4

Time :3 Hrs

SIE:20+5=25

ESE:75

CourseObjective:

1. The purpose of this paper is to introduce to the students about some basic concept of Communication and its scope.
2. The purpose of this paper is to introduce to the students about some basic concept of Grievances and its scope.
3. To deepen the knowledge of important methods/components used in communication, Grievance & its implementation.
4. To develop the understanding knowledge of communication and how it can be useful to any organisation.
5. To prepare the learners about the different components of communication & Grievance.
6. The course seeks to explore ideas and examine them critically.
7. To enable students to understand communication methods better.
8. To help the students Prepare themselves to effectively communicate in organizations and in society.

Learning Outcome

1. Students will be able to understand the communication perspective at any organisation.
2. Students will be able to understand different components used by management in order to run the organisation without any hazard.
3. We will also be able to understand different views for the need of communication & grievance system in any organisation.
4. The students Prepare themselves to effectively communicate in organizations and in society.

VINOBA BHAVE UNIVERSITY, HAZARIBAG
FOUR YEAR UNDER GRADUATE PROGRAM(FYUGP) under NEP-20
LABOUR & SOCIAL WELFARE SYLLABUS

Instruction to question setters for

semester Internal examination (SIE 20+5-25 marks)

The semester Internal examination shall have two components. **(a)**Semester Internal Assessment of 20 Marks, and**(b)**Class Attendance Score(CAS) including the behaviour of the student towards teachers and other students of the college of 5 marks.

End Semester examination (ESE) is of 75 marks.

There will be two group of questions A and B .**Group A:** It will contain very short answer type question (Not MCQ) in which all are to be answered. **Group B:** It consists of Short answer type question (2 question), Five question of 5 marks each out of which any three questions to be answered

Module1: Communication

(20 Classes)

- 1.1 Meaning, Importance objective
- 1.2 Function & Kind of Communication.
- 1.3 Media of Communication
- 1.4 Methods of Communication

Module 2: Effective professional communication

(20 Classes)

- 2.1 communication process
 - 2.2 congruence Listening
 - 2.3 Listening with eyes –communication
 - 2.4 TRIAD -Inverted curve.
- Module2: problembehavior.

Module3: Grievance

(20 Classes)

- 3.1 Meaning& causes of Grievance
- 3.2 Grievance Redressal procedure
- 3.3 Principle of grievance Redressal
- 3.4 Grievance-with Trade Union

Book Suggested:

1. Vilanilam, J.V., More Effective Communication, Response Books, 2001
2. Modi, Y.K., Increase Your Word Power, Hind Pocket Bookq, 2000.

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LABOUR & SOCIAL WELFARE SYLLABUS

MJ-15

(FIELD WORK & DESSERTATION)

Full Marks 100

CREDIT-4

Time :3 Hrs

Unit1: Field Work – Every student of semester **VI** must undergo for at least one month offieldwork(localLevel).Duringthisperiod,he/shewillinvestigateintotheconditionof work of worker in either Industry, Agriculture, Shop, economic establishment orany other organization. Students can also critically analysis situation of Womenworkers or self-employed persons to look their economic and socio-economiccondition. Student can select their field work in any social welfare agencies or non-government agencies under the guidance and supervision of their field supervisor andcollegefaculty.

Afterthefieldworkisover abriefwrittenreportwillbesubmittedfor evaluatingthestudentprogressduring thisfield work.Therportwillbecarrying 50 marks.

Unit2: The oral examination carrying 50 marks will be held after a student has completedwithallthe aboverequirement ofthefiled work.While theexaminationwillcoverallthe paper till semester **VI** in the honours course. Special emphasis will be paid on the topicselectedforreportwritingforthefield workwhichstudenthastaken.

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LABOUR & SOCIAL WELFARE SYLLABUS

Semester –VII

MJ-16 Paper-MJ16(MORAL, FATIGUE AND MONOTONY)

Full Marks 100
SIE:20+5=25

CREDIT-4

Time :3 Hrs
ESE:75

Instruction to question setters for

semester Internal examination (SIE 20+5-25 marks)

The semester Internal examination shall have two components. **(a)**Semester Internal Assessment of 20 Marks, and**(b)**Class Attendance Score(CAS) including the behaviour of the student towards teachers and other students of the college of 5 marks.

End Semester examination (ESE) is of 75 marks.

There will be two group of questions A and B .**Group A:** It will contain very short answer type question (Not MCQ) in which all are to be answered. **Group B:** It consists of Short answer type question (2 question), Five question of 5 marks each out of which any three questions to be answered

Module1: Moral (20 Classes)

- 1.1 Meaning, Determinants
- 1.2 Characterisation & Effects of Moral.
- 1.3 Measurement of Moral.

Module2: FATIGUE AND MONOTONY (20 Classes)

- 2.1 Meaning, causes of Fatigue
- 2.2 Effect of Fatigue
- 2.3 Methods to measure, Reducing Fatigue.

Module3: Monotony (10 Classes)

- 3.1 Effect of Monotony
- 3.2 Difference between Fatigue & Monotony.
- 3.3 Methods to eliminate boredom in Industry.

Module4: Industrial Accident & Safety (10 Classes)

- 4.1 Definition of accident, Prone to accident
- 4.2 Psy. test & Accident frequency
- 4.3 causes of accident, Accident report, cost of an accident.
- 4.4 Provision against Accident
- 4.5 Safety, Accident prevention

Suggested Books:

1. P.R.N.Singh & Indubala – Sharam Evam Samaj Kalyan (Hindi)
2. डॉ. चतुर्भुज मौरिया सेवि वर्ग प्रबन्ध एवं औद्योगिक सम्बन्ध साहित्य भवन पब्लिकेशन-आगरा
3. G.P.Sinha & P.R.N.Sinha – Industrial Relation & Labour Legislation

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LABOUR & SOCIAL WELFARE SYLLABUS

MJ-17

PAPER –MJ17(LABOUR WELFARE & SOCIAL SECURITY)

Full Marks 100

CREDIT-4

Time :3 Hrs

SIE:20+5=25

ESE:75

Instruction to question setters for

semester Internal examination (SIE 20+5-25 marks)

The semester Internal examination shall have two components. (a)Semester Internal Assessment of 20 Marks, and(b)Class Attendance Score(CAS) including the behaviour of the student towards teachers and other students of the college of 5 marks.

End Semester examination (ESE) is of 75 marks.

There will be two group of questions A and B .**Group A:** It will contain very short answer type question (Not MCQ) in which all are to be answered. **Group B:** It consists of Short answer type question (2 question), Five question of 5 marks each out of which any three questions to be answered

Module1: Labour Welfare

(20 Classes)

- 1.1 Meaning, Needs, types, objectives
- 1.2 Scope of Labour welfare work.
- 1.3 Techniques & Agencies of Labour welfare work.
- 1.4 Welfare work by-Trade union, State.
- 1.5 Item of Labour welfare work.

Module2: Labour Welfare Officer

(20 Classes)

- 2.1 Meaning, Scope, Importance of Labour welfare officer.
- 2.2 Function of Labour welfare officer.
- 2.3 Activities of Labour welfare officer.
- 2.4 New dimension of Labour welfare activities

Module 3: Child & women Labour

(10 Classes)

- 3.1 Definition of Child & Women Labour
- 3.2 Health efficiency of Women Labour
- 3.3 Provision of Child & Women Labour

Module4: Social Security

(10 Classes)

- 4.1 Origin, Importance & meaning of Social Security
- 4.2 Social Assistance & Social Security.
- 4.3 Social Security measures in India.
- 4.4 Need of Social Security

Suggested Book:

1. P.R.N.Singh & Indubala –Sharam Evam Samaj Kalyan (Hindi)
2. G.R. Madan –Indian Social Problems
3. C.B. Memoria –Social Problems and social Disorganization
4. Govt. of India –Social Welfare in India
5. C.B. Memoria –Social Security in India

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LABOUR & SOCIAL WELFARE SYLLABUS

MJ-18

Paper-MJ 18 (Human Resources Management)

Full Marks 100

CREDIT-4

Time :3 Hrs

SIE:20+5=25

ESE:75

Instruction to question setters for

semester Internal examination (SIE 20+5-25 marks)

The semester Internal examination shall have two components. **(a)**Semester Internal Assessment of 20 Marks, and**(b)**Class Attendance Score(CAS) including the behaviour of the student towards teachers and other students of the college of 5 marks.

End Semester examination (ESE) is of 75 marks.

There will be two group of questions A and B .**Group A:** It will contain very short answer type question (Not MCQ) in which all are to be answered. **Group B:** It consists of Short answer type question (2 question), Five question of 5 marks each out of which any three questions to be answered

Module1: Conceptual Framework of HRM

(20 Classes)

- 1.1Introduction-Meaning, Concept,
- 1.2Objectives, Importance, Scope, Functions and Responsibilities of HRM
- 1.3Challenges, Changing Role of HRM, Industry, Circle,
- 1.4Human ResourceVsCapital/Assets.

Module2:Significance of Human Resources

(20 Classes)

- 2.1Job Analysis Job Design-Meaning
- 2.2Methods, Problems and Suggestions,
- 2.3HR Forecasting, Work Load Analysis,
- 2.4Job Description and Specialization, Job Design Approaches, JobCharacteristic.

Module3 Human Resource Planning

(10 Classes)

- 3.1Meaning, Objectives, Importance, Process
- 3.2Problems, Technique of HR Planning
- 3.3Measures of make Human Resource

Module4:Procurement

(10 Classes)

- 4.1Selection-Factors, Process, Steps, Merits and Demerits, Basic Selection
- 4.2Model, Psychological Test, Interview Testing, E-recruitments.
- 4.3 Promotion and Transfer-Concept, Objectives, Types, Basis of Seniority
- 4.4Merits and Demerits, Promotion and Transfer Policy
- 4.5 Performance Appraisal of HRM:Concept, Objectives
- 4.6Planning &Development of Effective Performance Appraisal System
- 4.7Methods andBenefits of Performance Appraisal, HR Audit. Scope of Personal Audit

Suggested Books:

1. Armstrong, M. : A Handbook of HRM Practice, Kagam Page, New Delhi.
2. Aswathapa, K. : Human Resource Management, TMH, New Delhi.
3. Beard well, Ian and Holden, Len : HRM : A contemporary Perspective, McMillan, New Delhi.
4. Chhabra, T.N. : HRM : Concept and Practice.
5. Dessler, Gary : HRM, Prentice Hall of India, New Delhi.
6. Gupta, C.B. : Human Resource Management.
7. Kulkarni, M.U. : IIRM and IR
8. Prasad, L.M. : Human Resource Management

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LABOUR & SOCIAL WELFARE SYLLABUS

MJ-19

PAPER-MJ 19(HUMAN RESOURCE DEVELOPMENT -HRD)

Full Marks 100

CREDIT-4

Time :3 Hrs

SIE:20+5=25

ESE:75

Module1: HUMAN RESOURCE DEVELOPMENT (HRD)

(20 Classes)

- 1.1 Concept., Trends and Practices of HRD
- 1.2 Perspective of HRD: Attitude of Top Management towards HRD
- 1.3 Motivational Aspects of HRD, Career Development
- 1.4 Organizational climate, Technological change and HRD,
- 1.5 TQM, (Total Quality Management) Application for HRD

Module2: HRD Activities

(20 Classes)

- 2.1 Organisation of HRD Activities
- 2.2 Determination of HRD
- 2.3 Needs, Design of HRD strategies, HRD for workers and Executives.

Module3: Acquisition and Retaining Talent

(20 Classes)

- 3.1 E- Recruitment, Multimedia Interview,
- 3.2 Employee Retention- Concept, Developing Retention Strategy
- 3.3 Strategies for work life Balance, Quality of work life concept and Purpose.
- 3.4 Exit polity of India: Its impact on employee relation'

Module4: Organizational Context of IIRD

(20 Classes)

- 4.1 HRD Outsourcing: Reasons and Challenges, BPO- Challenges faced by HR professionals in BPO
- 4.2 Organizational Culture: Concept, Important, Elements, Process, Ethical Concern in HRD
- 4.3 Corporate Social Responsibility: Concept, Importance
- 4.4 Maintenance of Corporate Social Responsibility.

Suggested Books:

1. Rudra Dutta , Human Development and Economic Development, Deep and Deep Publications, New Delhi.
2. S.C. Gupta, International Human Resource Management, McMillan.
3. Gary Desler, Human Resource Management
4. Battia, S.K., Emerging Issues of HRD.

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LABOUR & SOCIAL WELFARE SYLLABUS

Semester –VIII

PAPER – MJ 20(LABOUR MOVEMENT ,TRADE UNION & LABOUR ECONOMICS)

MJ-20

(4 Credit)

Full Marks 100

Time :3 Hrs

SIE:20+5=25

ESE:75

Instruction to question setters for

semester Internal examination (SIE 20+5-25 marks)

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End Semester examination (ESE) is of 75 marks.

There will be two group of questions A and B .**Group A:** It will contain very short answer type question (Not MCQ) in which all are to be answered. **Group B:** It consists of Short answer type question (2 question), Five question of 5 marks each out of which any three questions to be answered

Module1: Theories of Labour Movement.

1.1 Meaning of Trade Unions, Types, Objectives, Function

1.2 Development of Labour movement of India

1.3 Measures for Strengthening Labour Movement

1.4 Features, Weaknesses and Problem of Labour Movement

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LABOUR & SOCIAL WELFARE SYLLABUS

Paper–A M J -1(RURAL & AGRI.LABOUR IN INDIA)

AMJ-1

(4 Credit)

Full Marks 100

SIE:20+5=25

Time :3 Hrs

ESE:75

COURSE OBJECTIVE

LEARNING OUTCOME

Instruction to question setters for

semester Internal examination (SIE 20+5-25 marks)

The semester Internal examination shall have two components. **(a)**Semester Internal Assessment of 20 Marks, and**(b)**Class Attendance Score(CAS) including the behaviour of the student towards teachers and other students of the college of 5 marks.

End Semester examination (ESE) is of 75 marks.

There will be two group of questions A and B .**Group A:** It will contain very short answer type question (Not MCQ) in which all are to be answered. **Group B:** It consists of Short answer type question (2 question), Five question of 5 marks each out of which any three questions to be answered.

Module1: Agriculture Labour.

1.1Meaning, Problems, Classification.

1.2Numbers of Agriculture Labour in India

1.3Causes for increases in the number, Income& Wages of Agri.Labour.

1.4Suggestion to solve the problem.

1.5Efforts made by Govt.

1.6Legal Protection to Agriculture and other Labour, Bonded Labour.

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LABOUR & SOCIAL WELFARE SYLLABUS

Paper–A MJ-2(INDUSTRIAL WORKERS)

AMJ-2

(4 Credit)

Full Marks 100

Time :3 Hrs

SIE:20+5=25

ESE:75

COURSE OBJECTIVE

LEARNING OUTCOME

Instruction to question setters for

semester Internal examination (SIE 20+5-25 marks)

The semester Internal examination shall have two components. **(a)**Semester Internal Assessment of 20 Marks, and**(b)**Class Attendance Score(CAS) including the behaviour of the student towards teachers and other students of the college of 5 marks.

End Semester examination (ESE) is of 75 marks.

There will be two group of questions A and B .**Group A:** It will contain very short answer type question (Not MCQ) in which all are to be answered. **Group B:** It consists of Short answer type question (2 question), Five question of 5 marks each out of which any three questions to be answered.

2.1Problem of Health, efficiency, Main causes of Bad Health.

2.2Indebtedness of Industrial workers, causes, consequences

2.3Measures to Eradicate the Indebtedness.

2.4Housing Problems of Industrial Labour

2.5Suggestion for solving National Industrial Housing policy, Five-yearplan.

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LABOUR & SOCIAL WELFARE SYLLABUS

Paper– A MJ-3(FIELD WORK & DESSERTATION)

AMJ-3

(4 Credit)

Full Marks 100

Time :3 Hrs

Unit1: Field Work – Every student of semester VIII must undergo for at least one month offieldwork(localLevel).Duringthisperiod,he/shewillinvestigateintotheconditionof work of worker in either Industry, Agriculture, Shop, economic establishment orany other organization. Students can also critically analysis situation of Womenworkers or self-employed persons to look their economic and socio-economiccondition. Student can select their field work in any social welfare agencies or non-government agencies under the guidance and supervision of their field supervisor andcollegefaculty.

Afterthefieldworkisover abriefwrittenreportwillbesubmittedfor evaluatingthestudentprogressduring thisfield work.Thereportwillbecarrying 50 marks.

Unit2: The oral examination carrying 50 marks will be held after a student has completedwithallthe aboverequirement ofthefiled work.While theexaminationwillcoverallthe paper till semester VIII in the honours course. Special emphasis will be paid on thetopicsselectedforreportwritingforthefield workwhichstudenthastaken.

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FOUR YEAR UNDER GRADUATE PROGRAM(FYUGP) under NEP-20
LABOUR & SOCIAL WELFARE SYLLABUS

PAPER–MINOR(SOCIAL WELFARE)

MN-1A

(4 Credit)

Full Marks 100

Time :3 Hrs

SIE:20+5=25

ESE:75

Course Objective:

1. To give students an orientation about the field of labour and social welfare and its scope.
2. To orient students about the social problems, its cause, consequences and the intervention required.
3. To impart theoretical knowledge along with practical skills to practice as a professional welfare officer.
4. To be able to understand the legislative development and current situation of laws related to labour in India.
5. To be able to utilize different theories and methods of labour for direct practice.
6. To understand the value base of professional and ethical standards, principles, laws and practice accordingly.
7. To provide knowledge and experience in interdisciplinary subjects like economic, sociology, political science and social work.

Learning Outcome

1. Develop understanding about the scope of labour and social welfare in different areas.
2. Students are equipped with the knowledge about various social problems and how to deal with them.
3. Students acquire knowledge and skills that guide them in practice as welfare officer.
4. Implementation of different theories and methods of labour and social welfare.
5. Practical knowledge of labour related different acts available in Indian judiciary.
6. Students follow professional and ethical standards and principle of labour and social work while working diverse and vulnerable population.
7. Students are able to connect labour and social welfare to various other disciplines of study.

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LABOUR & SOCIAL WELFARE SYLLABUS

Instruction to question setters for

semester Internal examination (SIE 20+5-25 marks)

The semester Internal examination shall have two components. **(a)**Semester Internal Assessment of 20 Marks, and**(b)**Class Attendance Score(CAS) including the behaviour of the student towards teachers and other students of the college of 5 marks.

End Semester examination (ESE) is of 75 marks.

There will be two group of questions A and B .**Group A:** It will contain very short answer type question (Not MCQ) in which all are to be answered. **Group B:** It consists of Short answer type question (2 question), Five question of 5 marks each out of which any three questions to be answered.

Module 1: SOCIAL WELFARE

(20 Classes)

- 1.6 Definition of social work
- 1.7 Scope of Social welfare
- 1.8 Changing approach to social welfare
- 1.9 Important process of social welfare.
- 1.10 Welfare state & social welfare.

Module 2: SOCIAL Work

(20 Classes)

- 2.1 Meaning & Nature of Social work.
- 2.2 Scope of Social work
- 2.3 Characteristics of Social work.
- 2.4 Origin & Growth of social work in Western countries.
- 2.5 Origin & Development of Social work in India.

Module 3: Social Casework, Social Group work & Community Organisation

(10 Classes)

- 3.1 Definition of casework, Group work &Community organisation.
- 3.2 Principle of casework, Group work &Community organisation.
- 3.3 Step & Processes in casework, Group work & Community organisation.
- 3.4 Role of Social caseworker, Group worker & Community Organisation worker

Module 4: Crime & Prostitution

(10 Classes)

- 4.1 Crime- Concept, Kinds, Theories regarding crime.
- 4.2 Causes of crime.
- 4.3 Statistics relating to crime in India.
- 4.4 Control of crime.
- 4.5Prostitution- Concept, Type.
- 4.6 Causes & Effects of Prostitution.
- 4.7 Control of Prostitution.

Suggested Book:

- 1. P.R.N.Singh&Indubala –SharamEvamSamajKalyan(Hindi)
- 2. G.R. Madan –IndianSocialProblems
- 3. C.B.Memoria –SocialProblemsandsocialDisorganization
- 4. Govt.ofIndia –SocialWelfareinIndia
- 5. C.B. Memoria –SocialSecurityinIndia

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FOUR YEAR UNDER GRADUATE PROGRAM(FYUGP) under NEP-20
LABOUR & SOCIAL WELFARE SYLLABUS

Paper–MINOR(Labour Economics)
(4 Credit)

MN-1B
Full Marks 100
SIE:20+5=25

Time :3 Hrs
ESE:75

CourseObjective:

1. The purpose of this paper is to introduce to the students some basic concepts of labour from the economic point of view.
2. To enable the basic framework of labour markets in national and local level.
3. To deepen knowledge of labour markets and different theories of wages and other basic concepts related to labour.
4. To prepare the learners about the labour problems and how it is related to the productivity of labour.
5. The course seeks to explore their ideas and examine them critically.

Learning Outcome

1. Students will be able to understand the economical perspective of the labour in national scenario.
2. They will get a better insight into the labour market of India and Jharkhand on the path of development.
3. Students will be able to understand different theories of wages, how the wages are paid to the labour in different scenarios.
4. We will also be able to understand different labour problems and how it is related to the productivity of labour.

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LABOUR & SOCIAL WELFARE SYLLABUS

Instruction to question setters for

semester Internal examination (SIE 20+5-25 marks)

The semester Internal examination shall have two components. (a)Semester Internal Assessment of 20 Marks, and(b)Class Attendance Score(CAS) including the behaviour of the student towards teachers and other students of the college of 5 marks.

End Semester examination (ESE) is of 75 marks.

There will be two group of questions A and B .**Group A:** It will contain very short answer type question (Not MCQ) in which all are to be answered. **Group B:** It consists of Short answer type question (2 question), Five question of 5 marks each out of which any three questions to be answered.

Module 1: Labour Economics

(20 Classes)

- 1.1 Definition, Nature, Scope
- 1.2 Method of study
- 1.3 Relation with other social science
- 1.4 Characteristics and importance of labour
- 1.5 Changing forms, classification of labour

Module 2: Labour market

(20 Classes)

- 2.1 Meaning, Nature, Characteristics of Labour market
- 2.2 Characteristics of Indian Labour Market
- 2.3 Demand for Labour for a firm or Employer, Labour in the economy as a whole.
- 2.4 Supply of Labour.
- 2.5 Factors affecting supply of Labour.

Module 3: Productivity of Labour

(10 Classes)

- 3.1 Meaning, importance
- 3.2 Factors influencing productivity of labour.
- 3.3 Level of Labour Productivity in Indian Industries and obstacles.
- 3.4 Specific causes and obstacles of Low productivity.
- 3.5 Measures of Increasing.
- 3.6 Productivity Movement in India.

Module 4: Economic Institution & Labour Force

(10 Classes)

- 4.1 Capitalism: - Meaning, Characteristics, Nature.
- 4.2 Meaning of socialism, Characteristics, Nature.
- 4.3 Labour problem in development of Economy.
- 4.4 Meaning of Division of Labour, Merits & Demerits.
- 4.5 Necessary condition for the effectiveness of Division of Labour.

SUGGESTED BOOKS

1. R.R.Singh, Maheswari and Singhal—Labour Economic
2. P.R.N.Sinha—Wage Determination
3. T.N.Bhagoliwal—Shram Arthashastra Ewam Samajik Suraksha (Hindi)
4. P.R.N.Sinha & Induwala—Shram Arthashastra (Hindi)
5. Sinha, Sinha & Singh—Shram Shastrakee Bhumika (Hindi)

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LABOUR & SOCIAL WELFARE SYLLABUS

MN-1C
Full Marks 100
SIE:20+5=25

Paper- MINOR(Trade Union)

Time :3 Hrs
ESE:75

CourseObjective:

1. The purpose of this paper is to develop understanding of Trade Union, its meaning, types, growth etc.
2. To enable student to understand different theories given by Karl Marx, Selig Perlman and Mahatma Gandhi.
3. It will help student to understand the objective, function and methods of Trade Union.
4. To enable student to acquire and understand structure and types of Trade from local to national trade union.
5. To enable student to understand the relation between trade union and politic.

Learning Outcome:

1. Students will be able to understand the trade union, its type, growth and development of trade union. We will also learn about the causes and determinants of present growth of trade union.
2. They will get a better insight of theories of trade union laid by Karl Marx, Selig Perlman and Mahatma Gandhi.
3. Students will be able to also understand different objectives of trade union, and will also give idea of functions and methods of trade union.
4. We will also be able to learn about different levels of trade union from local to global. It will give brief idea of structure and types of trade union.
5. We will be able to understand the aspect of politic with reference to trade union.

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LABOUR & SOCIAL WELFARE SYLLABUS

Instruction to question setters for

semester Internal examination (SIE 20+5-25 marks)

The semester Internal examination shall have two components. (a)Semester Internal Assessment of 20 Marks, and(b)Class Attendance Score(CAS) including the behaviour of the student towards teachers and other students of the college of 5 marks.

End Semester examination (ESE) is of 75 marks.

There will be two group of questions A and B .**Group A:** It will contain very short answer type question (Not MCQ) in which all are to be answered. **Group B:** It consists of Short answer type question (2 question), Five question of 5 marks each out of which any three questions to be answered.

Module 1: Trade Union

(20 Classes)

1.1 Definition, Types.

1.2 Merit& Demerits.

1.3 Objective& Methods.

1.3Origine of Modern Trade Unions.

Module 2: History of Indian Trade Union Movement

(20 Classes)

2.1History of Trade Union movement of India.

2.2History of Trade Union Movement prior to Independence.

2.3Features of Trade Union Movement after Independence.

2.4Changing role of Trade Union.

2.5Central Federation/Central Trade union organisation.

Module 3: Trade Union Problems.

(10 Classes)

3.1Problems relating to size and finance.

3.2Structure and government of India. Political affiliation.

3.3Leadership, outside Leadership.

3.4Rivalary and Factualism

Module4: Trade Union Act-1926

(10 Classes)

4.1 Trade union Act 1926

4.2 Main provision of the Act.

4.3Procedure for the registration of Trade union.

4.4TheoriesofLabourMovement

1.Karl Marks

2.Seling Perlman

3.Mahatma Gandhi

Suggested Book:

1. A.S. Mathur&J.SMathur–TradeUnionmovementinIndia
2. S.C.Jha–IndianTradeUnionMovement
3. V.B. Karnik–IndianTradeUnions–Asurvey
4. G.D.H. Cole-TradeUnion
5. Sood’s–TradeUnionLeadershipinIndia

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FOUR YEAR UNDER GRADUATE PROGRAM(FYUGP) under NEP-20
LABOUR & SOCIAL WELFARE SYLLABUS

Paper–MINOR(PERSONNEL MANAGEMENT)

MN-1D
Full Marks 100
SIE:20+5=25

(4 Credit)

Time :3 Hrs
ESE:75

CourseObjective:

1. The purpose of this paper is to introduce to the students about some basic concept of Personnel Management and its scope in India.
2. To deepen the knowledge of important methods/components used in personnel management for its implementation.
3. To develop the understanding knowledge of personnel management and how it can be useful to any organisation to manage their workforce.
4. To prepare the learners about the different components such as recruiting, selection, training and development and its use in personnel management.
5. The course seeks to explore ideas and examine them critically.
6. To enable students to understand management better.

Learning Outcome

1. Students will be able to understand the management perspective of any organisation to manage the workforce.
2. They will get a better insight of function of management in recruiting and selection of staffs in the organisation.
3. Students will be able to understand different components used by management in order to run the organisation without any hazard.
4. We will also be able to understand different views for the need of personnel management in any organisation.
5. We will be able to understand the scope of personnel management in India.

VINOBA BHAVE UNIVERSITY, HAZARIBAG
FOUR YEAR UNDER GRADUATE PROGRAM(FYUGP) under NEP-20
LABOUR & SOCIAL WELFARE SYLLABUS

Instruction to question setters for

semester Internal examination (SIE 20+5-25 marks)

The semester Internal examination shall have two components. (a) Semester Internal Assessment of 20 Marks, and (b) Class Attendance Score (CAS) including the behaviour of the student towards teachers and other students of the college of 5 marks.

End Semester examination (ESE) is of 75 marks.

There will be two group of questions A and B. **Group A:** It will contain very short answer type question (Not MCQ) in which all are to be answered. **Group B:** It consists of Short answer type question (2 question), Five question of 5 marks each out of which any three questions to be answered.

Module1: Personal Management

(20 Classes)

- 1.1 Subject Matter of Personnel Management
- 1.2 Scope of Personnel Management
- 1.3 Function, classification
- 1.4 Responsibilities of Personnel manager
- 1.5 Development of personnel management in India.
- 1.6 Evaluation & Philosophy of Personnel Management.

Module2: Principle of Organisation

(20 Classes)

- 2.1 Meaning, Principle of Organisation
- 2.2 Types of Organisation

Module3: Manpower planning & Recruitment.

(10 Classes)

- 3.1 Meaning & Objective
- 3.2 Elements of Manpower plans.
- 3.3 Forms of Manpower Plans.
- 3.4 Recruitment-Source of Recruitment
- 3.5 Recruitment Policies
- 3.6 Recruitment-Industries, Factories, Transportation, Plantation.

Module4: Selection Procedure

(10 Classes)

- 4.1 Types of Interview, Induction
- 4.2 Promotion, Kinds of Promotion
- 4.3 Termination of Service, Lay-off
- 4.4 Dismissal, Discharge, Retracement

Suggested Books:

1. Saxena, SC: Principles and practice of Management, Agra, Sahitya Bhawan Prakashan
2. Gupta, CB: Principles and practice of Management Delhi, Mayur Paper Book
3. LM Prasad: Principles and Practice of Management Delhi, Sultan Chand
4. Koontazad O'doneel: Principles of Management
5. Terry: Principles of Management
6. Tripathi, PC: Principles of Management
7. Jha B. & Jha S.N.: Fundamentals of Management

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LABOUR & SOCIAL WELFARE SYLLABUS

Paper–MDC(LABOUR LEGISLATION)
(3 Credit)

MDC-1
Full Marks 100
SIE:20+5=25

Time :3 Hrs
ESE:75

Program Objective:

The Program is designed with the objectives to develop highly adapt professional, capable of working in diverse sectors, continuously striving for excellence in performance, propagating thought leadership and contributing to the welfare of the society at large.

The Curriculum of the continuously evolving full time program rests on two pillars: One, providing a strong analytical foundation in key functional areas especially in managing human resources in companies and NGO's and the other enabling a high degree of academic flexibility, thereby allowing students to customize their experiences.

The programme nurtures and develops base for human resource manager, labour officers, HR Professionals with personalised care and attention, in small workgroups and teams and in a practical, application-oriented environment. Every year aspirants avail the opportunity of realizing their dreams through this program.

Programme Learning Outcomes:

1. To Enable Students to understand Labour Legislation available for Labours to protect their rights and for their welfare.
2. Students will be able to understand the working theories related to Labour laws in India and how it serves for welfare to workers.
3. Able to understand the function and process of making legislation.
4. Able to know the importance of Labour legislation in the context of Labour justice.
5. To understand provisions of various Labour legislations in India.
6. Able to promote knowledge in understanding the cause and effect of discrimination and oppression.
7. Able to prepare modules and strategies for advocacy to bring sustainable change.

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Module 1: Labour legislations

(15 Classes)

- 1.1: Principal of Modern Legislation, Criticism.
- 1.2: Meaning, Social and Labour Legislation.
- 1.3: Nature of Early Labour Legislation.
- 1.4: Kinds of Labour Legislation.

Module2: History of Modern Labour Legislation

(10 Classes)

- 2.1: Position before 1919.
- 2.2: Position from 1919 till the Attainment of Independence
- 2.3: National Commission on Labour 2002.
- 2.4: History of Labour Legislation.
- 2.5: Provision of Indian Constitution relating to Labour.
- 2.6: Growth of Labour Legislation in Indian after Independence.

Module 3: Labour Administration

(10 Classes)

- 3.1: Labour Administration of Central Government.
- 3.2: Labour Administration in Jharkhand.
- 3.3: Role of ILO in the field of Labour Administration.
- 3.4: Pandit Dindayal UpadhyayaShramevJayateKaryakram.
- 3.5: Second National Commission on Labour 2002 relation to Labour administration.

Module4: International Labour Organization

(10 Classes)

- 4.1: Objective &Principal of ILO.
- 4.2: Structure of ILO.
- 4.3: Main function and activities of ILO.
- 4.4: Convention and Recommendation of ILO.
- 4.5: Influence of the ILO on Indian Labour Legislation.

Suggestedbooks:

Sl.No	Author	Title of Book	Publisher
1	पी०आर०एन०सिन्हाएवंइन्दुबाला	श्रमएवंसमाज –कल्याण	Bharti Bhavan Publication
2	डॉ०चतुर्भुजमामोरिया	सेविवर्गप्रबन्धएवंऔद्योगिकसम्बन्ध	साहित्यभवनपब्लिकेशन-आगरा
3	डॉ०गणेशकुमारझा	Labour Law, Industrial Relation and Social Welfare	Notion Press
4	Tom Burdon, Charlie Cooper, Steph Petrie	Modernising Social Policy: Unravelling New Labour's Welfare Reforms	Routledge Publication
5	Donald R. Stabile	Work and Welfare: The Social Costs of Labor in the History of Economic Thought (Contributions in Economics and Economic History)	Praeger Publishers Inc