Ph.D.

CourseWork Syllabus

w.e.f July 2020

Doctor of Philosophy

Department of Social Work
(UGC Centre of Advanced Study)

Faculty of Social Sciences, Jamia Millia Islamia

A Central University (NAAC Accredited 'A' Grade)

Department of Social Work
Jamia Millia Islamia
New Delhi

Course Work for Ph. D

(Semester 1)

Course	Title of Paper	Marks			Exam Hours	Credit
		IA	UE	Total		
Compulsory Papers						
PhD S-I-01	Research Methodology	25	75	100	3	4
PhD S-I-02	Term Paper*	12.5	37.5	50		2
PhD S-I-03	Research and Publication Ethics	12.5	37.5	50		2
Social Work Papers						
PhD SW-I-04	Theoretical Foundation of Social Work	25	75	100	3	4
PhD SW-I-05	Advanced Social Work Practice	25	75	100	3	4
OR						
Human Resource Management Papers						
PhD HRM-I-04	Theoretical Foundations of Human Resource Management	25	75	100	3	4
PhD HRM-I-05	Business Environment and Human Resource Practices	25	75	100	3	4

*To be evaluated by Ph. D Supervisor
IA: Internal Assessment
UE: University Examination

PhD S-I-01: RESEARCH METHODOLOGY (COMPULSORY)

MAX MARKS: 100[25/75]

COURSE OBJECTIVES:

- To familiarize learner with the foundations, concepts and ethics of social science research.
- To equip students with knowledge of research methodology and approaches.
- To develop knowledge and skills of using different methods in conducting quantitative study, qualitative study and mixed methodology research.
- To develop an understanding of statistical tools and techniques in social science research.

EXPECTED OUTCOMES: The learner will be able to identify research issues and problems; identify appropriate methods to collect and analyze material and formulate a research proposal/ synopsis; be able to develop the skills required to conduct the research, analyze and present the findings in her/his thesis.

COURSE OUTLINE

UNIT I: SOCIAL SCIENCE RESEARCH

1. Empiricism and testing of theory.
2. Positivism and objectivity in social sciences; Deductive and inductive reasoning.
3. Non-positivist and subjective epistemology- interpretivism, ethno methodology, Pragmaticism and mixed method.
4. Variables, causations; validity and reliability.
5. Ethics in social science research.

UNIT II: QUANTITATIVE RESEARCH

1. Research Design (Experimental, quasi-experimental, descriptive, ex post facto, action research, exploratory).
2. Formulation and testing of hypothesis.
3. Sampling: Types, tools and techniques.
4. Methods and tools of data collection- Surveys, interviews, questionnaires
5. Data analysis: Use of statistics and computers (Excel, SPSS)

UNIT III: QUALITATIVE RESEARCH

1. Basic concepts and premises.
2. Typologies-Case study, ethnography, narrative research, phenomenology, grounded theory and action research
3. Methods and tools of data collection
4. Data analyses: Strategies and use of computer (ATLAS.ti, NVivo)

EVALUATION

Internal Evaluation [25 marks]
- Assignment/Skill lab- 15 marks
- Class Test -10 marks

University Exam [75 marks]

REFERENCES

1. Creswell, J.W. (2007). *Designing & Conducting Mixed Methods Research.* New Delhi: Sage.
2. Creswell, J.W. (2014). *Research Design: Qualitative, Quantitative and Mixed Methods Approaches*. Thousand Oaks, CA: Sage
3. Drake, B., & Jonson-Reid, M. (2008). *Social work research methods: From conceptualization to dissemination*. Boston, MA: Allyn and Bacon.
4. Flick, U. (2006). *An Introduction to Qualitative Research*. London: Sage
5. Fowler, F.J. (1993). *Survey Research Methods*. New Delhi: Sage
6. Grey, D.E. (2004). *Doing Research in the Real World*. Sage
7. Hatt, P.K. and W.J. Goode. (1981). *Methods in Social Research*. Auckland: Mcgraw Hill
8. Jairam, N. (2006). *Social Research Methods: Persistent Issues and Emergent Trends* (Special Issue of The Indian Journal of Social Work, 67 (1 & 2).
9. Kothari, C.R. (1985). *Research Methodology*. New Delhi: Vilkey Eastern.
10. Lal Das, D.K.&Bhaskaran, V. (eds). (2008). *Research methods for social work*. New Delhi: Rawat
11. Padgett, D. (2017). *Qualitative Methods in Social Work Research*. New York: Sage (3rd Edition/ original 1998)
12. Patton, M.Q. (2015). *Qualitative Research and Evaluation Method*. Thousand Oaks: Sage.
13. Rubin, A., &Babbie, E. R. (2013). *Research methods for social work* (8th ed.). Belmont, CA: Brooks Cole.
14. Seale, C. (2004). *Social research methods: A reader*. London, UK: Routledge.

PhD S-I-02: TERM PAPER (COMPULSORY PAPER)

Max Marks 50/ Credit 2

COURSE OBJECTIVES:

- To help students look for relevant literature and review the same.
- To help students learn to conceptualize an academic theme and build an argument around it.
- To orient the students to the domain of professional writing.
- To help the students write a term paper and present and defend the same at the students' seminar.

EXPECTED OUTCOME: The learner will be able to formulate a theme for the term paper which may be based on a primary research or review of the literature and other researches around the theme thus selected. The term paper is envisaged to help the student in finalizing their topic of proposed research, its design and methodology etc.

COURSE OUTLINE

COMPONENT I: SCHOLAR SEMINAR [12.5 marks]

- The Seminar presentation should be prepared and presented by the student under the guidance of the supervisor prior to the final submission of the term paper.
- The presentation should be around 20 minutes, followed by discussion.
- The presentation will be evaluated by their Ph. D Supervisor
- The seminar presentation will be open to research scholars and faculty members of the department.

COMPONENT II: TERM PAPER SUBMISSION [37.5 marks]
The term paper should be prepared and submitted by the student as per guidelines to be provided by the concerned supervisor. The broad structure will be in the following form:
  (i)   Abstract of around 250 to 300 words
  (ii)   Key words: 5 to 8 keywords
  (iii) Introduction
  (iv)   Literature Review
  (v)   Research methodology
  (vi)   Research findings and Analysis
  (vii) Conclusions and Recommendations
  (viii) References

The term paper should normally be of around 5000 to 6000 words. The referencing of the term paper should be as per APA 7th edition format.

EVALUATION

Term Paper: 50 marks comprising of the following

1. **Internal Assessment of 25 %** with12.5 marks to be evaluated through pre-submission presentation in **Scholar Seminar.** Evaluation will be carried out by the concerned Ph. D Supervisor
2. **End Term Assessment of 75%** with37.5 marks, to be evaluated on submission of **Term Paper** by concerned Ph. D supervisor

PhD S-I-03: Research and Publication Ethics(RPE)(COMPULSORY PAPER)

Max Marks 50/ Credit 2

Course Objective: To help students gain awareness about the publication ethics and publication misconducts

Overview

This course has total 6 units focusing on basics of philosophy of science and ethics, research integrity, publication ethics. Hands-on-sessions are designed to identify research misconduct and predatory publications. Indexing and citation databases, open access publications, research metrics (citations, h-index, Impact factor etc.) and plagiarism tools will be introduced in this course.

Pedagogy

Class room teaching, guest lectures, group discussions, and practical sessions.

Course Structure

The course comprises of six modules listed in table below. Each module has 4-5 units.

Modules	Unit Title
RPE 01	Philosophy and Ethics
RPE 02	Scientific Conduct
RPE 03	Publication Ethics
RPE 04	Open Access Publishing
RPE 05	Publication Misconduct
RPE 06	Databases and Research Metrics

COURSE OUTLINE:

Theory

Unit 01: PHILOSOPHY AND ETHICS

1. Introduction to Philosophy: definition, nature and scope, concept, branches
2. Ethics: definition, moral philosophy, nature of moral judgements and reactions

Unit 02: SCIENTIFIC CONDUCT

1. Ethics with respect to science and research
2. Intellectual honesty and research integrity
3. Scientific misconducts: Falsification, Fabrication, and Plagiarism (FFP)

4. Redundant publications: duplicate and overlapping publications, salami slicing
5. Selective reporting and misrepresentation of data

Unit 03: PUBLICATION ETHICS

1. Publication ethics: definition, introduction and importance
2. Best practices/standards setting initiatives and guidelines: COPE, WAME etc.
3. Conflicts of interest
4. Publication misconduct: definition, concept, problems that lead to unethical behavior and vice versa, types
5. Violation of publication ethics, authorship and contributorship
6. Identification of publication misconduct, complaints and appeals
7. Predatory publishers and journals

PRACTICE

Unit 04: OPEN ACCESS PUBLISHING

1. Open access publications and initiatives
2. SHERPA/RoMEO online resource to check publisher copyright & self-archiving policies
3. Software tool to identify predatory publications developed by SPPU
4. Journal finder/journal suggestion tools viz. JANE, Elsevier Journal Finder, Springer Journal Suggester, etc.

Unit 05: PUBLICATION MISCONDUCT

A. Group Discussions
1. Subjectspecific ethical issues, FFP, authorship
2. Conflicts of interest
3. Complaints and appeals: examples and fraud from India and abroad

B. Software tools

Use of plagiarism software like Turnitin, Urkund and other open source software tools

Unit 06: DATABASES AND RESEARCH METRICS

A. Databases
1. Indexing databases
2. Citation databases: Web of Science, Scopus, etc.

B. Research Metrics
1. Impact Factor of Journal as per Journal Citation Report, SNIP, SJR, IPP, Cite Score
2. Metrics: h-index, g index, I 10 index, altmetrics

Evaluation

Research and Publication Ethics: 50 marks comprising of the following

1. **Internal Assessment (12.5 Marks):** Continuous assessment will be done through tutorials, assignments, quizzes, and group discussions. Weightage will be given for active participation.
2. **End-Semester Examination (37.5 Marks):** Final written examination will be conducted at the end of the course.

REFERENCES

1. Bcall, J. (2012). *Predatory publishers are corrupting openaccess*, Nature, 489(7415), 179-179 http://doi.org/10.1038/489179a
2. Bird, A (2006) *Philosophy of Science,* Routledge
3. Indian National Science Academy (INSA), *Ethics in Science Education, Research and Governance (*2019), ISBN: 978-81-939482- http://www.insaindia.res.in/pdf/Ethic_Book.pdf
4. Macintyre, Alasdair (1967) *A Short History of Ethics*, London
5. National Academy of Science, National Academy of Engineering and Institute of Medicine (2009). *On Being a Scientist: A Guide to Responsible Conduct in Research:* Third Edition. National Academic Press
6. P.Chaddah, (2018) *Ethics in Competitive Research: Donot get scooped; do not get plagiarized*, ISBN: 978-9387480865
7. Resnik, D. B. (2011*), What is Ethics in research & why is it important.* National Institute of Environmental Health Sciences, 1-10 Retrieved from http://www.niehs.nih.gov/research/resources/bioethics/whatisindex.efm

PhD SW-I-03: THEORETICAL FOUNDATIONS OF SOCIAL WORK

Max Marks 100/ Max Credit 4

COURSE OBJECTIVES:

- To understand the origin of classical social theories and its relevance to social work practice
- To understand and analysis theories related to social construction of knowledge and inquiry
- To study and analyze modern, post-modern theories and its relevance to social work practice

COURSE OUTLINE

UNIT I: PHILOSOPHY AND CLASSICAL SOCIAL THEORIES

1. Metaphysics: Ontology Vs Epistemology debate
2. Idea of Social theory
3. Positivism , Functionalism, Structural-Functionalism, Social System (Parsons& Merton)
4. Conflict Theory: Class, Social Stratification, Gender, Power (Karl Marx, C.W.Mills)

UNIT II: SOCIAL CONSTRUCTION OF KNOWLEDGE AND INQUIRY

1. Social Action Theory: Max Weber
2. Social Constructionism : Peter Burger
3. Symbolic Interactionism: C.H.Cooley, G.H.Mead and Herbert Blumer
4. Phenomenology: Edmund Husserl & Martin Heidegger

UNIT III: MODERN AND POST MODERN SOCIAL THEORY

1. Critical Theory: Frankfurt School
2. Feminism and Feminist Theories: Liberal, Marxist, Socialist, Radical, Multicultural and Post-Feminist Theory
3. Modernity, Post-Modernity and Post-Modern Thinkers: J.F.Lyotard, J.Baudrillard, Michel Foucault, J.Derrida
4. Colonialism, Post-Colonialism, Post-Colonial thinkers: Frantz Fanon, Edward Said, GayatriSpivak, Homi K Bhabha

EVALUATION

Internal Assessment [25]
- Assignment [15]
- Book Review [10]

University Examination [75]

REFERENCES

1. Calhoun, Craig et. al. (eds.), 2002, *Contemporary Sociological Theory*, Oxford:Blackwell
2. Delaney, T. (2013). *Classical and Contemporary Social Theory: Investigation and Application.* London: Routledge.
3. Elliot, A. (2009). *Contemporary Social Theory: An Introduction*. London: Routledge.
4. Elliott, Anthony (ed.), 2010, *The Companion to Social Theory*, Routledge, Indian Edition
5. Garrett, P.M. (2013). *Social Work and Social Theory: Making Connections*. University of Bristol: Policy Press.
6. Giddens, Anthony, 1971*, Capitalism and Modern Social Theory*, Cambridge, Cambridge University Press.
7. Harrington, Austin. (eds.) 2005.*Modern Social Theory: An Introduction*, New York, OUP
8. Royce, Edward (2015). *Classical Social Theory and Modern Society*. New York: Rowman & Littlefield Publishers

PhD SW-I-04: ADVANCED SOCIAL WORK PRACTICE

Max Marks 100/ Max Credit 4

COURSE OBJECTIVES:

- To understand the theories, approaches and models of social work practice
- To understand the origin and concept of international and indigenous social work practice
- To study the approaches of Indigenous social work

COURSE OUTLINE

UNIT I: SOCIAL WORK: THEORIES, APPROACHES AND MODELS

1. Social Work Theories: Systems theories, Ecological Theories, Theories of Behaviourism, Cognition and Emotion
2. Integrated Social Work Approach, Critical Social Work, Anti-Oppressive Social Work, Structural Social Work, Evidence Based Practice, Right Based Approach
3. Models of Social Work : Problem Solving model, Task Centered model, Cognitive Behaviour model, Crisis Intervention model, Psychosocial Model and culturally competent model
4. Social Work in Contemporary Times: Professional Boundaries and Dilemmas

UNIT II: INTERNATIONAL AND INDIGENOUS SOCIAL WORK

1. Globalization: Theoretical Discourse and Debates
2. Cultural relativism Vs Universalism
3. International Social Work: Concept, Values and Standards
4. Indigenizing and Decolonizing Social Work; Concept, Values and Standards

UNIT III: APPROACHES OF INDIGENOUS SOCIAL WORK

1. Gandhian Social Work
2. Subaltern Perspective
3. Non-Brahmin Perspective
4. Feminist Perspective

EVALUATION

Internal Assessment [25]
- Assignment [15]
- Book Review [10]

University Examination [75]

REFERENCES

1. Dayal, P. (2013). *Gandhian Philosophy of Social Work: New Perspectives on Objective, Direction and Methods*, New Delhi: Atlantic.
2. Dworkin, J. (2005). *Advanced Social Work Practice: An Integrative, Multi-Level Approach*. Michigan: UOM.
3. Gray, M. (2013). *Decolonizing Social Work*. UK: Routledge.
4. Healy, L.M. (2017). *International Social Work*, New Delhi: Oxford University Press.
5. Lawrence, S. et al (2009). Introducing International Social Work, London: Sage.
6. Ludden, David. E., (2001): *Reading Subaltern studies: Critical history, Contested Meaning, and the Globalisation of South Asia*. Delhi: Permanent Black
7. Payne, M. (2015). *Modern Social Work Theory*. New York, NY: Oxford University Press.
8. Wolfer, T.A. (2006). *Decision Cases for Advanced Social Work Practice: Confronting Complexity*. New York: CUP.

PHD HRM-I-03: THEORETICAL FOUNDATIONS OF HUMAN RESOURCE MANAGEMENT

MAX MARKS: 100[25/75]

COURSE OBJECTIVES:

- To develop an understanding of the various perspectives on management.
- To understand the changing nature of workforce in India and issues related to its migration.

EXPECTED OUTCOMES: Students develop an understanding of the diverse schools of thought that have given shape to management in contemporary world. They gain understanding of the changing profile of workforce in India.

COURSE OUTLINE

UNIT I: CLASSICAL AND NEO CLASSICAL THEORIES OF MANAGEMENT

1. Classical Theories of Management: Evolution and Overview
2. Scientific Theory (F W Taylor), Administrative Theory (H Fayol), Bureaucracy Theory (Max Weber), X and Y Theory (Mc Gregor)
3. Neo Classical Theories: Human Relations Theory (Elton Mayo), Behavioral Theory
4. Contribution of Classical and Neo Classical Schools of thought

UNIT II: CONTEMPORARY THEORIES

1. Modern Management Theories: Evolution and Overview
2. Contingency Theory (Fred E Fiedler), Systems Theory (L Von Bertalanffy), Chaos Theory (Edward Lorenz)
3. Theory Z (William Ouchi) and Decision Making Theory (Herbert Simon), Team Building Theory, Learning Organization theory
4. Contribution of the Modern Management Theories to HRM

UNIT III: SOCIOLOGY OF WORK AND LABOUR IN INDIA

1. Changing profile of Indian workforce: Demography; Migration (National and International)
2. Industry Society Interface: Impact of Social Structure on Industry
3. Socialization of individuals at work
4. Gender and Workplace issues

EVALUATION

Internal Assessment [25]
- Assignment [15]
- Book Review [10]

University Examination [75]

REFERENCES

1. Armstrong, Michael, (2013), *A Handbook of Human Resource Management Practice*, Kogan Page, London.
2. Auster, Carol J., (1996). *The Sociology of Work: Concepts and Cases*. New Delhi, India: Pine Forge Press.
3. Dessler, G. &Varkkey, B. (2011). *Human Resource Management* (12th edition). New Delhi, India: Pearson.
4. Dessler, G., (2009). *A Framework for Human Resource Management*. Singapore: Pearson Education.
5. Devault, Marjorie L. (ed.)(2008). *People at Work: Life, Power, and Social Inclusion in the New Economy*. New York: New York University Press.
6. Edgell S. (2006). *The Sociology of Work, Continuity and Change in Paid and Unpaid Work.* New Delhi: Sage Publications.
7. Francis, A., Turk, J., & Willman, P. (eds.). (1983). *Power, Efficiency & Institutions: A Critical Appraisal of the Markets and Hierarchies Paradigm.* London: Heinemann Educational Books.
8. Koontz, Harold &Weihrich, Heinz. (2004). *Essentials of Management: An International Perspective*. New Delhi: Tata McGraw-Hill Publishing Company Limited.
9. Koontz, Harold, O'Donnell, C. &Weihrich, H. (1980). *Management*. Johannesburg: McGraw-Hill International Book Company.
10. Parker, B. (2005). *Introduction to Globalization and Business: Relationships and Responsibilities.* London: Sage Publication.

PHD HRM-I-04: BUSINESS ENVIRONMENT AND HUMAN RESOURCE PRACTICES

MAX MARKS: 100[25/75]

COURSE OBJECTIVES:

- To develop a holistic view of the context in which contemporary business is located
- To understand the ethics that govern business processes
- To study the organizational theories that influence personality, attitudes, motivation, and leadership
- Understanding the organizations from the perspective of change, culture and diversity

EXPECTED OUTCOMES: Students develop an insight into the external and internal influences that operate upon organizations. It builds amongst them a theoretical understanding of the dimensions of human behaviour in the context of organizations.

COURSE OUTLINE

UNIT 1: BUSINESS ENVIRONMENT

1. Political and Economic context
2. Legal and Technological context
3. Changing face of Indian economy since independence (Business, Society, Globalisation and Liberalisation)
4. Business Ethics: Concept and dimensions

UNIT II: ORGANISATIONAL BEHAVIOUR

1. Concept and Theories of Personality
2. Theory of Attitudes and Behaviour
3. Concept and Theories of Motivation
4. Concept and Theories of Leadership

UNIT III: ORGANISATIONS AND CULTURE

1. Organisation Culture: Definition, Components and Typologies
2. Issues and Models of Cultural Change in organizations
3. Organisational Change and its management
4. Workforce Diversity, Impact and Management

EVALUATION

Internal Assessment [25]
- Assignment [15]
- Book Review [10]

University Examination [75]

REFERENCES

1. Ahmed F. &AlammM.A. (2017). *Business Environment: Indian and Global Perspective.*New Delhi, India: PHI Learning pvt. Ltd.
2. Armstrong, Michael. (2013). *A Handbook of Human Resource Management Practice*. London: Kogan Page.
3. Barak, M. E. M. (2016). *Managing diversity: Toward a globally inclusive workplace*. New Delhi, India: Sage Publications.
4. Bell, M. P., & Berry, D.P. (2007). *Viewing diversity through different lenses: Avoiding a few blind spots*. The Academy of Management Perspectives, 21(4), 21-25.
5. Brown, Andrew. (1998). *Organizational Culture* (2nd Edition). England: Pearson Education Limited.
6. Davis, Keith. (1957). *Human Relations at Work: The Dynamics of Organization Behavior*. New Delhi: Tata McGraw-Hill Publishing Company Limited..
7. Datt, R. &Sundharm, K.P.M. (2007). *Indian Economy.* New Delhi, India: S. Chand & Co. Ltd.
8. Decenzo, David A., P. Stephen Robbins. (2005). *Fundamentals of Human Resource Management*. USA: John Wiley & Sons.
9. Gotsis, G., &Kortezi, Z. (2014). *Critical studies in diversity management literature: A review and synthesis*. Springer.
10. Hall, Wendy. (1995). *Managing Cultures: Making Strategic Relationships Work*. New York: John Wiley & Sons.
11. Hayes, J. (2014). *The theory and practice of change management*. Palgrave Macmillan.
12. Huczynski, Andrzej. & Buchanan, David. (2001). *OrganisationalBehaviour: An Introductory Text* (4th Edition). New Jersey: Prentice Hall.
13. Otten, S. (2014). *Towards Inclusive Organizations: Determinants of successful diversity management at work*. Psychology Press.
14. Palmer, I., Dunford, R., & Akin, G. (2009). *Managing organizational change: A multiple perspectives approach*. New York: McGraw-Hill Irwin.

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