

**CURRICULUM
FOR
TWO-YEAR ASSOCIATE DEGREE / BS (4-YEAR) in
SOCIAL WORK
(UNDER HEC UG-POLICY-2023)**

2023 Onwards



**DEPARTMENT OF SOCIAL WORK
UNIVERSITY OF MALAKAND**

H. Alem

INCHARGE
Department of Social Work
University of Malakand

Assisting Registrar
(Academics)
University of Malakand
05-Dec-2023

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05-Dec-2023



**DEPARTMENT OF SOCIAL WORK
UNIVERSITY OF MALAKAND**

Chakdara District Dir (Lower), Khyber Pakhtunkhwa, Pakistan
Phone: 0092-945-9250552, Extension# 3023

Ref No: UOM/SW/2023/113

Date 06-06-2023

Subject: Minutes of the 4th meeting of Board of Studies, Department of Social Work
Respected Sir

The 4th meeting of the Board of Studies, Department of Social work was held on 26th September 2023.
The following attending the meeting:

Prof. Dr. Arab Naz, Dean of Social Sciences University of Malakand	Convenor
Prof. Dr. Basharat Hussain, Chairman Department of Criminology, University of Peshawar	Member
Prof. Dr. Mamoon Khan Khatak, Department of Social work, KUST	Member
Dr. Bushra Hasan Jan, Associate Professor, Department of Rural Sociology, Agriculture university Peshawar.	Member
Dr. Muhammad Ibrar, Assistant Professor Department of Social work, University of Peshawar	Member
Dr. Aurang Zeb Khan, Assistant Professor, Department of Social work, Women University Swabi	Member
Dr. Hamid Alam, In-charge, Department of Social work, University of Malakand	Member
Dr. Sajjad Hussain, Lecturer, Department of Social work, University of Malakand	Member
Mr. Muhammad Ashfaq Khan, Lecturer Department of Social work, University of Malakand	Member
Mr. Zakir Hussain, Lecturer Department of Social work, University of Malakand	Member

The meeting started with few verses from the Holy Quran. The Dean, Faculty of Social Sciences, Prof. Dr. Arab Naz welcome all the members and after welcoming remarks, Dr. Hamid Alam (HOD) department of social work was allowed to present the formal agenda of the meeting already circulated to the members as under:

Agenda item-1: Scheme of studies for Associate Degrees/BS (4-Year) Social Work as per UG-HEC Policy 2023.

Agenda item -2: General Education Courses to be offered in other departments.

Discussion:

Agenda item-01 was discussed by all the members and the scheme of studies as circulated by the academic office of the university was thoroughly debated. The members of the BOS with minor changes approved the schemes as presented by the HOD for Associate degree/BS (4-Year) Social Work revised as per the Under Graduate Education Policy 2023 of the HEC and recommended the same for consideration of the BOF.

Agenda item-2 was also presented to the members and all the general education courses as proposed by the department to be offered in other departments were approved with the suggestion that the course titles and course code of all such courses shall be separate from the major courses of the department. The BOS after approval recommended the same for consideration of the BOF.

The meeting ended with a vote of thanks to/by the chair.

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**Minutes of the third meeting of Board of Studies, Department of Social Work,
University of Malakand**

The third meeting of the Board of Studies of the Department of Social Work, University of Malakand was held on 12th May, 2022 at committee room of the university.

Participants of the meeting were:

1. Prof. Dr. Rashid Ahmad (Convener) Vice Chancellor University of Malakand
2. Prof. Dr. Basharat Hussain (Chairman Department of Criminology, University of Peshawar)
3. Dr. Muhammad Ibrar (Assistant Professor, Department of Social Work, University of Peshawar)
4. Dr. Bushra Hassan Jan (Associate Professor, Department of Rural Sociology, the University of Agriculture Peshawar.)
5. Dr. Mamoon Khan Khattak (Chairman, Department of Sociology & Social Work, Kohat University of Science & Technology)
6. Dr. Alam Zeb (Assistant Professor, Department of Social Work Women University Sawabi)
7. Dr. Hamid Alam (In-charge, Department of Social Work, University of Malakand)
8. Dr. Sajjad Hussain (Lecturer, Department of Social Work, University of Malakand)
9. Mr. Zakir Hussain (Lecturer, Department of Social Work, University of Malakand)
10. Mr. Muhammad Ashfaq Khan (Lecturer, Department of Social Work, University of Malakand)

The meeting was started with recitation of the Holy Quran. Vice Chancellor, Professor Dr. Rashid Ahmad welcomed all the participants.

The Board thoroughly **discussed the proposed changes in the existing courses of BS Social Work, Semester wise break up of MS/M.Phil program** and the inclusion of one minor course i.e. **"Gerontological Social Work"** as optional subject in MS/M.Phil program. Moreover, **recommendation of two members for Board of Faculty, Social Sciences** from the members of Board of Studies of the Department of Social Work and **semester wise break up of credit hours for PhD program** were included as table agenda.

A- The committee granted approvals of revised BS courses after the incorporation of minor changes.

B- Regarding MS/M.Phil and PhD program in the department of Social Work, UOM, the Board approved semester wise break-up of the MS/M.Phil and PhD programs in Social Work. The Board also approved Gerontological Social Work as a minor course in MS/M.Phil program in Social Work.

D- Keeping in view section 1(1) (iv) of the "Khyber Pakhtunkhwa Universities model statutes 2016" the Board recommend Dr. Hamid Alam and Dr. Sajjad Hussain as members of the Board of Faculty, Social Sciences.

At the end the chair thanked all the members.

1. Prof. Dr. Rashid Ahmad (Vice Chancellor, University of Malakand/ Convener)



2. Dr. Hamid Alam (Incharge, Department of Social Work)



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**OFFICE OF THE DEAN
FACULTY OF SOCIAL SCIENCES
UNIVERSITY OF MALAKAND**

UOM/Dean/FSS/

Dated: 10/10/2023

SUBJECT: MINUTES OF THE 8TH BOARD OF FACULTY, FACULTY OF SOCIAL SCIENCES HELD ON 11-10-2023

To

All Members of the Board of Faculty
Faculty of Social Sciences

Subject: Minutes of the 8th Meeting of Board of Faculty (BOF) in Social Sciences

In pursuance to notification No. UOM/Dean/FSS/23, Dated: 10/10/2023, a meeting of the 8th Board of Faculty, Faculty of Social Sciences was held in the Law Hall, on 10th October 2023 at 2:00 pm. The following members attended the meeting:

1. Professor Dr. Arab Naz (Dean faculty of Social Sciences) Convener
2. Prof. Dr. Musawar Shah, Department of Sociology Agri. Univ. Peshawar (online)
3. Prof. Dr. Muhmmad Bilal, Chairperson Department of Anthropology FJWU Rawalpindi (online)
4. Dr. Murad Ali, Assistant Professor, Department of Political Science, UOM
5. Dr. Umar Daraz, Lecturer, Department of Sociology UOM
6. Dr. Sajjad Ali, Assistant Professor Department of JMC
7. Dr. Imtiaz Ahmad, Assistant Professor department of JMC
8. Dr. Sajjad Hussain, Lecturer Department of Social Work UOM
9. Mr. Inayat Shah, Lecturer Department of Psychology UOM
10. Mr. Sajid Khan, Lecturer, Department of Political Science, UOM
11. Dr. Muhammad Hussain, Lecture Department of Sociology UOM
12. Dr. Waseem Khan, Lecturer, Department of Sociology/HOD Criminology, UOM
13. Director ORIC UOM

The meeting started with recitation from the Holy Quran. The Dean, Faculty of Social Sciences (Convener of BOF) welcomed all the participants and briefed them about the subject agenda items comprising of revised scheme of studies as per HEC UG-Policy 2023, vision, mission and general courses of various department, including **Criminology, Social Work, Journalism & Mass Communication, Psychology, Sociology, Political Science and Pakistan Affairs and Archaeology**. Agenda items of each department was thoroughly discussed and amendments for improvement were recommended. The details are mentioned as below:

Department of Criminology

AgendaItem-1: Revised Scheme of Study for Associate Degree/ BS (4-Year) program in Criminology (Per HEC-UG-Policy 2023):

The Board discussed the revised scheme as proposed by the University. All the courses were discussed and crosschecked with the policy and after minor modification as proposed by the BOS in the semester scheme, agreed to approve and adopt the revised study scheme and the same was recommended for consideration of the Academic Council.

Agenda Item-2: Approval of the Vision, Mission and Objectives of the Department of Criminology:

The BOF reviewed the vision statement of the department as proposed by the BOS and after detailed deliberations, unanimously recommended the following Vision and Mission of the Department for consideration of the Academic Council. However, the BOF referred back the section including objectives to the BOS to make it concise, practical and routed through the process for reconsideration.

Vision

The department envisions to empower students with the knowledge, skills, and moral compass necessary to address the complexities and challenges of modern-day crime and criminal justice with producing professionals, scholars, and researchers to contribute to the advancement of criminological theory, policy, and practice at local, national, and international levels.

Mission:

Our mission is to provide exceptional education, research, and service in the field of criminology by nurturing a learning environment that encourages critical analysis, academic rigor, and ethical awareness among students and faculty.

Agenda Item-3: Nomination of Two Members of the Board of Study for the Board of Faculty:

The BOF agreed with the recommendation of Dr. Jamil Khan (Assistant Professor Department of criminology) and Dr. Hamid Alam (Assistant Professor, Department of Social Work) as member of the BOS to be members of the Board of Faculty from the Department of Criminology.

Agenda Item-4: Change in Nomenclature of the Course “Introduction to Criminology”:

A modification in the nomenclature of the subject course was requested to be opted as “Principles of Criminology” with the purpose of making a distinction from the General course of Criminology prepared to be taught in other departments and the BOF after discussion on the presented course/fieldwork/internship agreed to adopt the new title and mechanism/TORs of fieldwork as proposed by BOS for the purpose as specified. The board unanimously agreed and approved the requested change in the nomenclature and TORs and recommended the same for approval of the Academic Council.

Department of Psychology:

Agenda Item-1: Approval of Vision and Mission Statement of the Department of Psychology

The BOF considered the vision and mission of the department of psychology and after minor modification recommended the following for consideration of the Academic Council.

Vision

The department intends to empower individuals through the science of psychology, fostering academic excellence, promoting community well-being by providing quality education, research, and outreach programs that connect the students and community.

Mission

The department mission is to cultivate academic excellence, ethical values, passion for inquiry with advance knowledge of psychology, rigorous research, that can foster personal and intellectual growth of the students by instilling a sense of dedication, spirit of inquiry by equipping the graduates with the skills and knowledge to contribute to the prosperity and well-being of the nation.

Agenda item -2: Approval of the Scheme of Studies for Associate Degree/BS (4-Year) in Psychology and General Education Course of “PSY-113. Understanding Psychology” as per HEC Undergraduate Policy 2023

The BOF discussed all the courses, course codes and semester wise break-up of the department of psychology as per the new undergraduate policy UG-2023 Policy and with minor suggestions, recommendations, the BOF recommended the same for consideration of the Academic Council.

The course of General Education category for social sciences was also presented to BOF and it was suggested that the length of the course shall be of 02 CH. After minor correction, the course with the title and code **PSY-113. Understanding Psychology** was approved and recommended for consideration of the Academic Council.

DEPARTMENT OF SOCIOLOGY:

Agenda item 1: VISION, MISSION, AND OBJECTIVES OF THE DEPARTMENT OF SOCIOLOGY

The members of the BOF discussed the recommendation regarding the vision and mission of the department and principally agreed with the vision and mission to fulfill the requirement of the QEC. However, the same shall be revisited in future to make it more comprehensive and practical in line with the vision and mission of the university and recommended the same for consideration of the Academic Council.

Vision

The department envisions that our graduates shall have an effective transformative impact on the larger society through the application of sociological education and research and shall lead a change in the communities through such education with a humanistic approach.

Mission

Our mission is to foster multiple ways of understanding the society for the purpose to create prosperous futures for our students in the diverse, globalize and ever-evolving, competitive employment market through the application of sociological scholarship, inculcated among graduates by means of critical sociological education, research, community engagement, experiential learning with the purpose of developing transferable skills including research, professional writing, effective and purposeful communication, inclusivity and leadership.

Agenda item-2: Scheme Of Studies For Associate Degree/Bs (4-Year) Sociology And General Courses For Social Sciences As Per Ug-Policy-2023.

The scheme of studied as proposed by the BOS to BOF was presented and after detailed deliberation and with the consent of the members of the BOF recommended the following for consideration of the Academic Council

1. The board unanimously approved the proposed scheme of studies as per the format provided by the university through academic office. However, it was suggested that the details of the courses, codes shall be included and shall be presented to the academic council for consideration.
2. In the general education courses, the course related to Human Rights, Social Problems of Pakistan, Population Dynamics of Pakistan, Introduction to Sociology, Pakistani Society and Culture were discussed as per the approved Credit hours of the HEC and codes of the department and the same were recommended for consideration of the Academic Council.

Department of Journalism and Mass Communication

Agenda item-1: Associate Degree/Bs (4-Year/) Scheme Of Studies In JMC Under HEC Ug-Policy 2023:

The courses of Journalism & Mass Communication were debated as per the New-HEC Policy UG-2023. The board therefore discussed all the amendments/revisions made by the department and recommended by the BOS according to the HEC undergraduate policy 2023. The BOF after minor correction in the course codes, internship and thesis details recommended the same for consideration of the Academic Council.

Department of Political Science

Agenda item-1:

Associate Degree/Bs (4-Year/) Scheme of Studies In Political Science Under HEC UG-Policy 2023:

The scheme of studies of the department of Political Sciences was presented to the BOF as recommended by the BOS as per the New-HEC Policy UG-2023. The board therefore discussed all the amended/new courses according to the HEC undergraduate policy 2023, along-with adopting sperate mechanism for internship etc. and recommended the same along-with opting courses from General Education with course codes of the department concerned for consideration of the Academic Council.

Department of Social Work

Agenda Item-1:

Associate Degree/Bs (4-Year/) Scheme Of Studies, Department Of Social Work (UG-2023 Policy) And General Education Courses

Agenda of the meeting was discussed under the Undergraduate Education Policy 2023. The board discussed the proposed courses/scheme of studies for Associate/BS Social work under the Undergraduate Education Policy 2023 as proposed by the BOS. The board approved the revised scheme as per the given policy and general courses of the department to be offered by department of Social work and thus recommended the same for consideration of the Academic Council.

Department of Archaeology

Agenda Item -1:

ASSOCIATE DEGREE/BS (4-YEAR/) SCHEME OF STUDIES IN ARCHAEOLOGY UNDER HEC UG-POLICY 2023:

The agenda of the department of archaeology was presented to the members of the BOF and thoroughly discussed the revised scheme of studies presented by the BOS as per the New-HEC Policy

UG-2023. The board therefore discussed all the courses, contents as well as mechanism for field work, internship according to the HEC undergraduate policy 2023, along with adopting separate mechanism for internship etc. The scheme of study as per HEC policy and the general courses were thus recommended for consideration of the Academic Council

The meeting ended with a vote of thanks to the chair.

Prof. Dr. Arab Naz
Dean Faculty of Social Sciences
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INTRODUCTION

Associate Degree/BS (4-Year) in Social work having minimum 04/08 semesters and students are required to earn minim of 60/120 (132 for the whole BS (4-Year) credit hours to complete this program (degree course).

Eligibility Criteria:

F.A/F.Sc or equivalent qualification with Minimum 45% Marks

Course Structure:**Requirements for Bachelor of Studies (BS) in Social work**

- General Education Courses 30 Credit hours
- Major Courses 81 Credit hours
- Interdisciplinary/Allied Courses 15 Credit hours
- Field Experience/ Internship 03 Credit hours
- Capstone Project/Thesis 03 Credit hours

STRUCTURE

S.NO	Categories	No. of Courses Min-Max	Credit Hours Min-Max
1	General Course	12	30
2	Major courses	24-27	72-81
3	Interdisciplinary Courses	04-05	12-15
4	Internship	01	03
5	Capstone Project /thesis	01	03
	Total		132

- Total numbers of credit hours 132
- Duration 4-year
- Semester duration 16-18 weeks
- Semesters 8
- Course load per semester 15-18 Credit Hours.
- Number of course per semester 5-7

LAYOUTS

General Courses		Interdisciplinary Courses		Major Courses	
12 courses		5 courses		27 courses	
30 CH		15 CH		81 CH	
Subject	Cr. Hr	Subject	Cr. hr	Subject	Cr. hr
1- ENG 101 Functional English	3	1- SOC 116 Principles of Sociology-1	3	1-SW 101 Principles of Social Work	
2- GEOL 101 Introduction to Geology	2	2- PSY 233 Introduction to Social Psychology	3	2- SW 107 Social Welfare in Pakistan	3
3- PSC 111 Fundamentals of Political science	3	3- SOC 213 Gender Studies	3	3- SW 231 Human Growth and Personality Development	3
4- Islamic Studies	3	4- CRIM 111 Principles of Criminology	3	4- SW 232 Society and Social Institutions	3
5- Information and Communication Technologies (ICT) 110	3	5- SOC-223. Applied Sociology		5 - SW 354 Social Policy	3
6- ENG 102 Expository Writing	2			6- SW 351 Social Casework	3
7- Quantitative Reasoning I.	2			7- SW 243 Human Rights	3
				8- SW 363 Social Group Work	3
				9 SW 356 Community Organization and Development	3
				10- SW 242 Organizations in Social Sector	3
				11- SW 352 Social Welfare Administration	3
				12-SW 353 Social Action	3

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Mathematics			13-SW 241 Social Development	3
8- Quantitative Reasoning II. Statistics	2		14- SW 355 Drug Abuse Prevention and Rehabilitation	3
9- Ideology and Constitution of Pakistan	2		15- SW 245 Social Legislation	3
10-Civic and Community Engagement			16- SW 361 Medical and Psychiatric Social Work	3
ISL 113. Seerah and its contemporary application			17- SW 362 Social Work and Youth Welfare	3
11-Entrepreneurship			18- SW 364 Project Planning and Management	3
			19- SW 471 Social Research	
			20- SW 472 Social Work and Disaster Management	
			21- SW 473 School Social Work	
			22- SW 474 NGOs Management	
			23- SW 475 Social Work with Families	
			24- SW 481 gerontological Social Work	
			25- SW 482 Disability Studies	
			26- SW 483 Child Protection and welfare	
			27- SW 484 Urban Development	

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Scheme of Studies

1st Semester

S.No	Name of Subject	Subject Code	Credits	Marks	Status
1	Functional English	ENG 101	3	100	Gen-Edu
2	General Science	GS 117	3	100	Gen-Edu
3	Fundamentals of Political Science	PSC 112	2	50	Gen-Ed
4	Islamic Studies (for Muslims) /Ethics (for Non-Muslims)	ISL 112/ETH 118	2	50	Gen-Ed
5	Introduction to Information and Communication Technologies	CS 110	3	100	General-Ed
6	Principles of Social Work	SW 101	3	100	Major
7	Teaching of Holy Quran with Translation				Non-Credit Hours Course
Total			16	500	

2nd Semester

S.No	Name of Subject	Subject Code	Credits	Marks	Status
1	Introduction to Expository Writing	ENG 102	3	100	Gen-Ed
2	Quantitative Reasoning-I (Mathematics)	QR 101	3	100	Gen-Ed
3	Principles of Sociology I	SOC 116	3	100	Interdisciplinary
4	Civic and Community Engagements	SOC 114	2	50	Gen-Ed
5	سیرت رسول ﷺ اور اس کی عصری معنویت Seerah and its Contemporary Application (for muslim)/ (Any course can be selected from Arts and Humanitarian for non-Muslims)	ISL 113	2	50	Gen-Ed
6	Social Welfare in Pakistan	SW 107	3	100	Major
7	Teaching of Holy Quran with Translation				Non-Credit Hours Course
Total			16	500	

3rd Semester

S.No	Name of Subject	Subject Code	Credits	Marks	Status
1	Entrepreneurship	MGT 215	2	50	Gen-Ed
2	Quantitative Reasoning -II (Statistics)	QR 102	3	100	Gen-Ed
3	Human Growth and Personality Development	SW 231	3	100	Major
4	Society and Social Institutions	SW 232	3	100	Major
5	Applied sociology	SOC 223	3	100	Interdisciplinary
6	Ideology and constitution of Pakistan	PSC 111	2	50	Gen-Ed
7	Holy Quran with Translation				Non-Credit Hours Course
Total			16	500	

4th Semester

S.No	Name of Subject	Subject Code	Credits	Marks	Status
1	Social Development	SW 241	3	100	Major
2	Organizations in Social Sector	SW 242	3	100	Major
3	Human Rights	SW 243	3	100	Major
4	Social Legislation	SW 245	3	100	Major
5	Introduction to Social Psychology	PSY 233	3	100	Interdisciplinary
6	Teaching of Holy Quran with Translation				Non-Credit Hours Course
Total			15	500	

5th Semester

S.No	Name of Subject	Subject Code	Credits	Marks	Status
1	Social Case Work	SW 351	3	100	Major
2	Social Welfare Administration	SW 352	3	100	Major
3	Social Action	SW 353	3	100	Major
4	Social Policy	SW 354	3	100	Major

5	Drug Abuse Prevention and Rehabilitation	SW 355	3	100	Major
6	Community Organization and Development	SW 356	3	100	Major
7	Teaching of Holy Quran with Translation				Non-Credit Hours Course
Total			18	600	

6th Semester

S.No	Name of Subject	Subject Code	Credits	Marks	Status
1	Medical and Psychiatric Social Work	SW 361	3	100	Major
2	Social Work and Youth Welfare	SW 362	3	100	Major
3	Gender Studies	SOC 213	3	100	Interdisciplinary
4	Social Group Work	SW 363	3	100	Major
5	Project Planning and Management	SW 364	3	100	Major
6	Teaching of Holy Quran with Translation				Non-Credit Hours Course
Total			15	500	

7th Semester

S.No	Name of Subject	Subject Code	Credits	Marks	Status
1	Social Research	SW 471	3	100	Major
2	Social Work and Disaster Management	SW 472	3	100	Major
3	School Social Work	SW 473	3	100	Major
4	NGO's Management	SW 474	3	100	Major
5	Social Work with Families	SW 475	3	100	Major
6	Internship/Field work	SW 476	3	100	Major
7	Teaching of Holy Quran with Translation				Non-Credit Hours Course
Total			18	600	

8th Semester

S.No	Name of Subject	Subject Code	Credits	Marks	Status
1	Principles of Criminology	CRIM 111	3	100	Int.Dis
2	Gerontological Social Work	SW 481	3	100	Major
3	Disability Studies	SW 482	3	100	Major
4	Child Protection and welfare	SW 483	3	100	Major
5	Urban Development	SW 484	3	100	Major
6	Capstone project /Thesis	SW 500	3	100	Major
7	Teaching of Holy Quran with Translation				Non-Credit Hours Course
Total			18	600	

Total Credit Hours = 132

Note:

Courses included in the General Education Category are designed by the respective departments including their course codes, credit hours and titles (reflected in the scheme of studies). All such courses approved by the Syndicate are available on the university website. For any query the office of the Registrar Academics may be approached for clarification/guidance.

COURSE TITLE: PRINCIPLES OF SOCIAL WORK**COURSE CODE: SW 101****CREDIT HOURS: 03****MARKS: 100****COURSE OBJECTIVES**

The objective of this course is to acquaint and familiarize students with the basic concepts and, scope of Social work.

COURSE CONTENTS

1. Definition of social work
2. Philosophical base of social work
3. History of professional social work
4. Relationship of social work with other social sciences
5. Generic principles of social work
6. Professional and voluntary social work
7. Islamic concept of social work
8. Modern concept of social work
 - a. Preventive
- b. Curative
- c. Rehabilitative
 9. Social Work methods
 - a. Primary methods
 - i. Social Casework;
 - ii. Social group work
 - iii. Community organization
 - b. Secondary methods
 - i. Social Welfare Administration
 - ii. Social Research
 - iii. Social Action
 10. Important fields of social work practice
 - a. Health
 - b. Education
 - c. Minorities
 - d. Beggary

RECOMMENDED READINGS

Bogo, M. (2007). *Social work practice*. New Dehli: Rawat Publications.

Gautam, P.R. & Singh, R.S. (2011). *Principles and practices of 26 Social Work*. New Delhi: Balaji Offset.

Healy, K. (2012). *Social work methods and skills: The essential foundations of practice*. New York: Palgrave Macmillan.

Khalid, Muhammad (1990). *Sociological Theory: A Historical Perspective*. Karachi: Kifayat Academy.

Khalid, Muhammad (2014). *Social Work: Theory & Practice*. Karachi: Kifayat Academy.

COURSE TITLE: PRINCIPLES OF SOCIOLOGY-1**COURSE CODE: SOC 103****CREDIT HOURS: 03****MARKS: 100****COURSE OBJECTIVES**

The course is designed to introduce the students with sociological concepts and the discipline. The focus of the course shall be on significant concepts like social systems and structures, socio-economic changes and social processes. The course will provide due foundation for further studies in the field of sociology.

COURSE CONTENTS**1.Introduction**

- Definition, Scope, and Subject Matter

- Sociology as a Science
- Historical back ground of Sociology
- 2. Basic Concepts**
 - Group, Community, Society
 - Associations
 - Non-Voluntary
 - Voluntary
 - Organization
 - Informal
 - Formal
 - Social Interaction
 - Levels of Social Interaction
 - Process of Social Interaction
 - Cooperation
 - Competition
 - Conflict
 - Accommodation
 - Acculturation and diffusion
 - Assimilation
 - Amalgamation
- 3. Social Groups**
 - Definition & Functions
 - Types of social groups
 - In and out groups
 - Primary and Secondary group
 - Reference groups
 - Informal and Formal groups
 - Pressure groups
- 4. Culture**
 - Definition, aspects and characteristics of Culture
 - Material and non-material culture
 - Ideal and real culture
 - Elements of culture
 - Beliefs
 - Values
 - Norms and social sanctions
 - Organizations of culture
 - Traits
 - Complexes
 - Patterns
 - Ethos
 - Theme
 - Other related concepts
 - Cultural Relativism
 - Sub Cultures
 - Ethnocentrism and Xenocentrism
 - Cultural lag
- 5. Socialization & Personality**
 - Personality, Factors in Personality Formation
 - Socialization, Agencies of Socialization
 - Role & Status
- 6. Deviance and Social Control**

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- Deviance and its types
- Social control and its need
- Forms of Social control
- Methods & Agencies of Social control

7. **Collective Behavior**

- Collective behavior, its types
- Crowd behavior
- Public opinion
- Propaganda
- Social movements
- Leadership

Recommended Readings:

1. Brown, K. (2004). *Sociology*. UK: Polity Press
2. Frank, N. M. (2003). *International Encyclopedia of Sociology*. U.S.A: Fitzroy Dearborn Publishers
3. Giddens, A. (2002). *Introduction to Sociology*. UK: Polity Press.
4. Henslin, J. M. (2004). *Sociology: A Down to Earth Approach*. Toronto: Allen and Bacon.

COURSE TITLE: SOCIAL WELFARE IN PAKISTAN

COURSE CODE: SW 107

CREDIT HOURS: 03

MARKS: 100

COURSE OBJECTIVES:

The course will enable the students to understand the concept of Social Welfare, its evolution at national level, and history of Social. The course will help the students to understand the modern concept of Social Welfare, Social Work and Welfare Policies in Pakistan.

COURSE CONTENTS:

1. Definition and Related Concepts
 - a. Functional definition
 - b. Descriptive definition
2. Relationship between social welfare and social work
3. Perspectives of Social Welfare
4. Historical Development of social welfare in Pakistan
5. Concept of social welfare in Islam
6. Welfare of Vulnerable groups in Islam
 - a) Widows
 - b. Orphans
 - c. Sick
 - d. Minorities
 - e. Elderly
7. National Social welfare plans in Pakistan
8. Contemporary social protection nets in Pakistan
9. Seminar on Structure and functions of social welfare ministry/departments in Pakistan, The role of Zakat Department and Pakistan Baitulmal in the fulfilment of basic needs, Role of Ihsas Program in the welfare of Vulnerable Groups

RECOMMENDED READINGS:

- Banks, S. (2001). *Ethics and Values in Social Work*. New York: Palgrave.
- Compton, B. R. & Gala, B. (1984). *Social Work Process*. Chicago: Dorsey Press.
- Hepworth, D. H. & Lesser, J. A. (1990). *Direct Social Work Practice: Theory and Skills*. California: Wordsworth.
- Khalid, M. (2014). *Social Work Theory and Practice with special reference to Pakistan*. Karachi: Kifayat Academy.

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Morales, A. T. & Sheofor, B. W. (1998). *Social Work: A Profession of Many Faces*. U.S.A: Allyn & Bacon.

COURSE TITLE: HUMAN GROWTH AND PERSONALITY DEVELOPMENT

COURSE CODE: SW 231

CREDIT HOURS: 3

MARKS: 100

COURSE OBJECTIVES

The purpose of the course is to enable the graduates of social work to understand the personality structure of the client. It also interprets the personality dynamics of the human being while working as team member in Social work settings.

COURSE CONTENTS

1. Meaning and significance of human growth
2. Approaches to the study of human development
 - a. Social learning/Behaviorism Approach
 - b. Cognitive Approach
 - c. Psycho-Social Approach
3. Factors which influence human growth/development
4. Phases of human development (The Biological and Psychological development of the individual)
 - a. Pre-natal and post-natal development
 - b. Infancy
 - c. Pre-School Child
 - d. School Child
 - e. Puberty
 - f. Adulthood
 - g. Old Age
5. Levels of functioning of human mind and behavior
 - a. Conscious level
 - b. Subconscious level
 - c. Unconscious level
- 6 Emotional Development
 - a. Introduction
 - b. Types of Basic emotions
 - c. Socio-demographic factors of emotions
7. Theories of personality development
 - a. Freud's Psycho Analytic Theory
 - b. Defense mechanisms
 - b. Jung's Analytical Theory
 - c. Social Psychological Theory of Adler
 - d. Eric Erikson's Psychoanalysis and the life cycle
8. Concepts of abnormal behavior
 - a. Psychotic Disorder
 - b. Neurotic Disorder
9. Role of Nature & Nurture in Personality Development

RECOMMENDED READINGS

Bean, P. (2001). *Mental Disorder and Community Safety*. New York: Palgrave Houndmills, Basingstoke.

Dianc, E. R. & Wendkos O. S. (1978). *Human Development*. New York: McGraw Hill Book Company.

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COURSE TITLE: SOCIETY AND SOCIAL INSTITUTIONS**COURSE CODE: SW 232****CREDIT HOURS: 3****MARKS: 100****COURSE OBJECTIVES**

The purpose of this course is to acquaint students with the structure and function of society as well as social institutions.

COURSE CONTENTS

1. Definition and description of society
2. Evolution of Society
3. Characteristics of Society
4. Forms of Society
5. Culture and related concepts
6. Definition and description of social institutions.
7. Structure and characteristics of social institutions.
8. Types of Social Institutions.
 - a. Primary
 - b. Secondary
9. Functions of Social Institutions.
 - a. Family Institution
 - b. Religious Institution
 - c. Political Institution
 - d. Educational Institution
 - e. Economic Institution
 - f. Recreational institution

RECOMMENDED READINGS

- Chiot, D. (1994). *How Societies Change*. (2nd ed.). UK: Pine Forge Press, Sage Publication Company.
- Eitzen, D. S. (2013). *Social Problems*. Boston: Allyn and Bacon, Inc.
- Ferguson, S. J. (2002). *Mapping the Social Landscape*. (3rd ed.). USA: McGraw-Hill Companies, Inc.
- Gelderblom, D. (2003). *Social Institutions*. USA: Oxford University Press.
- Griswold, W. (2008). *Culture and Societies in a Changing World*. NewDehli: Sage Publication Company.

COURSE TITLE: APPLIED SOCIOLOGY**COURSE CODE: SOC 223****CREDIT HOURS: 03****MARKS: 100****1. Introduction**

- a. Definition and nature of social problem
- b. Importance of study of social problems
- c. Definition of social evil
- d. Difference between social problem & social evil
- e. Impacts of social problems on development
- f. Role of Social worker in the solutions of social problems

2. Social problems

- a. Crime.
- b. Over Population
- c. Juvenile Delinquency
- d. Illiteracy
- e. Poverty
- f. Social Inequality
- g. Beggary
- h. Unemployment and under employment,



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- i. Child Labour.
- j. Drug Addiction
- k. Labour Problems
- l. Gender based Violence
- m. Corruption
- n. Terrorism
- o. Urbanization

RECOMMENDED READINGS

- Eitzen, D. S. (2013). *Social Problems*. Boston: Allyn and Bacon, Inc.
- Ginsberg, L. H., & Miller-Cribbs, J. (2005). *Understanding social problems, policies, and programs*. Univ of South Carolina Press.
- Khalid, M. (1992). *Social Work Theory and Practice with special reference to Pakistan*. (1st ed). Kifayat Publishers Karachi, Pakistan
- Khalid, Muhammad. (2003). *Social Problems of Pakistan*. Karachi: Kifayat Academy

COURSE TITLE: SOCIAL DEVELOPMENT

COURSE CODE: SW-241

CREDIT HOURS: 03

MARKS: 100

COURSE OBJECTIVES:

The course is designed to impart knowledge regarding meaning, scope and importance of social development.

COURSE CONTENTS

1. Definition and importance of social development
2. Principles, goals and phases of social development
3. Sustainable social development
4. Indicators of social development
5. Theories of social development:
 - a. Modernization Theory
 - b. Dependency Theory
 - c. Globalization Theory
6. Social development in Pakistan
 - a. Historical background
 - b. Stakeholders of social development
 - c. Factors promoting social development
 - d. Factors hindering social development
7. Thematic areas of social development
 - a. Rural development
 - b. Gender and development
 - c. Public Health
 - d. Education: Formal, Informal and Non-formal
 - e. Other current issues

RECOMMENDED READINGS

- Bhatti, K. M. (1995). *Sustainable Rural Development Coordinated Approach*. Karachi: PARD.
- Chaudhry, Muhammad. I. (2000). *Pakistani Society*. Karachi: Kifayat Academy.
- Chekki, D. A. (1986). *Community Development Theory and Methods of Planned Change*. Calcutta: Vikas Publishers.
- Hall, A. & James, M. (2004). *Social policy for development*. Thousand Oaks, CA: SAGE.
- Khalid, Mohammad. (2014). *Social Work Theory & Practice*. Karachi: Kifayat Academy.

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COURSE TITLE: ORGANIZATIONS IN SOCIAL SECTOR
COURSE CODE: SW-242 CREDIT HOURS: 03 MARKS: 100

COURSE OBJECTIVES

The aim of this course is to give knowledge to the students about various national & international organizations in social sector. It also aims to highlight their role for addressing socio- economic issues of Pakistani society.

COURSE CONTENTS

1. Introduction
 - a. Definition, need and importance
 - b. Historical Perspective of national and international organizations
2. Role of organizations
 - a. Planning and implementation of development Program
 - b. Mobilization of local resources and initiatives
 - c. Catalyst, enabler and innovator
 - d. Mediation between people and government
 - e. Poverty alleviation
 - f. Change agent
3. National & regional organizations
 - a. All Pakistan Women Association (APWA)
 - b. Edhi Foundation
 - c. Ansaar Burni Trust
 - d. Aurat Foundation
 - e. Rural Support Program (NRSP, AKRSP, PRSP, SRSP, BRSP)
 - f. Orangi Pilot Project (OPP)
 - g. Regional organizations
4. International organizations
 - a. United Nations International Children Emergency Fund (UNICEF)
 - b. International Labour Organization (ILO)
 - c. World Health Organization (WHO)
 - d. United Nations Education, Scientific & Cultural Organization (UNESCO)
 - e. United Nations High Commissioner for Refugee (UNHCR)
 - f. United Nations Development Program (UNDP)
 - g. Plan International
 - h. Oxfam
 - i. World Vision
 - j. World Wide Fund
 - k. World Food Program
 - l. Red Crescent

RECOMMENDED READINGS

- Abraham, A. (2011). *Formation and Management of NGOs: Nongovernment organizations. India: Universal Law Publishing.*
- Claude, E. Welch, J. (2001). *NGOs and Human Rights: Promise and Performance. USA: University of Pennsylvania Press.*
- Doh, J. P. &Teegen, H. (2003). *Globalization and NGO's. U.S.A: Green Wood Publishing Group.*

COURSE TITLE: HUMAN RIGHTS**COURSE CODE: SW 243****CREDIT HOURS: 03****MARKS: 100****COURSE OBJECTIVES:**

There is serious concern regarding basic human rights violation in general and in the third world in particular. This has been framed with the objective to provide information regarding the understanding of the philosophy of human rights in the local, national and international context. The students will then be promptly aware of the rights of the citizens, minority, children, prisoners, women etc. and they shall then adopt better mechanism for Social Legislations-Constitutional provisions in favor of such deprived communities. Law relating to compulsory primary education, employment, labor legislations, health for all, social security, insurance schemes, human rights, trafficking in women and children and Legislations initiated by State Legislative Bodies shall be looked through the eyes that they shall meet regional, local and international social welfare needs.

COURSE CONTENTS**Introduction:**

- a. Introduction and definition of Human Rights
- b. Historical background of human rights
- c. Social work and human rights
- d. Need and importance of human rights in Pakistan

Human Rights and Islam

- a. Islam and human rights
- b. Human rights in Quran
- c. The Hadith and Human Rights

Classification of Human Rights

- a. Collective Rights
- b. Ethnic and minority rights
- c. Fundamental Rights
- d. Constitutional rights

United Nation Conventions and Declaration of Human Rights

- a. Introduction to UN
- b. Universal declaration of human rights
- c. International covenant on civil and political rights 1966
- d. International covenant on economic, social and cultural rights 1966
- e. Women rights and CEDAW (Convention on the Elimination of All kind of Discrimination Against Women)
- f. Rights of the child (CRC)
- g. Rights of Minorities (Declaration on the rights of persons belonging to minorities 1992)
- h. Rights of the refugees (Convention relating to the status of refugee 1951)
- i. Convention on the Rights of Persons with Disabilities

Human Rights in Pakistan

- a. Fundamental rights of the citizens in Pakistan
- b. Women rights in the constitution
- c. Child rights in the constitution
- d. Constitution and the minority.

Present Condition of Human Rights in Pakistan

- a. Violation of Human Rights in Pakistan
- b. Human Trafficking
- c. Women Rights Violation
- d. Rights of Children Violation
- e. Prisoner's Rights Violation
- f. Labour Rights

SUGGESTED READINGS:

Beitz and Charles, R. (2009). *The idea of human rights*. Oxford University Press.
Curtis, D. (2006). *Introduction to International Human Rights Law*. CD Publishing.



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Freeman and Michael (2002). *Human Rights: An Interdisciplinary Approach*. Cambridge: Polity Press.

Glendon and Ann, M. (2001). *A world Made New : Eleanor Roosevelt and the Universal Declaration of Human Rights*. New York: Random House.

COURSE TITLE: SOCIAL LEGISLATION

COURSE CODE: SW 245

CREDIT HOURS: 03

MARKS: 100

COURSE OBJECTIVES

The purpose of this course is to give an understanding about the legislation process, its functioning and effectiveness. The course also orients students with various social legislations, laws and process of NGOs registration and functioning in Pakistan.

COURSE CONTENTS

1. Introduction

- a. Definition and concept of social legislation
- b. Importance of social legislation
- c. Sources of Social legislation
- d. Procedure of social legislation in Pakistan

2. Concept of Islamic law

3. Selected social legislation in Pakistan

- a. Muslim family laws ordinance 1961
- b. Guardian and ward Act 1890
- c. Employment and rehabilitation of disabled person, ordinance 1981
- d. Vagrancy Ordinance 1958
- e. The Employment of Children Act, 1991
- f. Juvenile Justice System Ordinance, 2003
- g. The Protection Against Harassment of Women at Work Place Act, 2010

4. Social legislation regarding registration and functioning of CBOs and NGOs

- a. Societies registration Act 1860
- b. Charitable endowments Act 1890
- c. Trust Act 1892
- d. Voluntary social welfare agencies registrations and control ordinance 1961
- e. Companies ordinance 1984 (only relating to non-profit organization)

RECOMMENDED READINGS

Albert, R. (2000). *Law and social work practice: A legal systems approach*. (2nd edition.). New York: Springer.

Alexander, R. (2003). *Understanding legal concepts that influence social welfare policy and practice*. Belmont: Brooks/Cole.

Ali, Q. (1998). *Policy Advocacy: A Framework for Social Change in Pakistan. An Exploratory Research Study*. Pakistan Lead.

Brayne, H & Carr, H. (2010). *Law for Social Workers*. Oxford University Press.

Course Title: INTRODUCTION TO SOCIAL PSYCHOLOGY

Course Code: PSY 233

Credit hours: 03

Course Objectives

Social Psychology aims to give awareness of certain fundamental concepts and principles involved in human behavior, and in its interaction with society. It provides an awareness of the major problems and issues in the discipline of social psychology, and the capacity to interpret them through research findings. The aim is to accomplish the goal of understanding and interpretation of human behavior.

Course Outline:

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1. The Field of Social Psychology

- Introduction to social psychology
- Conducting research in social psychology
- Current trends and future scope

2. Self- Presentation and Social Perception

- Non-verbal behavior
- Attribution
- Impression management

3. Social Cognition

- Schemas
- Heuristics
- Affect and Cognition.

4. Behavior and Attitudes

- Nature of attitudes
- Formation, maintenance, and change in attitudes
- Relationship between attitude and behavior
- Cognition & attitude

5. Aspects of Social Identity

- The self
- Nature of the self
- Self-concept
- Social diversity
- Self esteem
- Other aspects of self-functioning
- Self-focusing
- Cognitive and affective aspects
- Self-Monitoring
- Self-Efficacy

6. Gender & Socialization

7. Social Influence

- Conformity
- Compliance
- Obedience

8. Pro-social Behavior

- Why do we help?
- When do we help?
- Does true altruism really exist?
- Whom do we help?
- How can we increase helping?

9. Aggression /hurting others

- What is Aggression?
- Influences on Aggression
- Reducing Aggression
- Lucifer effect
- Bullying

Recommended books:

1. Forsyth, D- F. (1987). Social Psychology. California, USA: Brooks Publishing Company.
2. Myers, D-G. (1987). Exploring Social Psychology. New York, USA: McGraw-Hill.
3. Wayant, J-M. (1986). Applied Social Psychology. New York, USA: Oxford University Press
4. Wesley.,& Fisher, R-J. (1982). Social Psychology: An Applied Approach. New York, USA: St. Martin Press.

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COURSE TITLE: SOCIAL CASE WORK**COURSE CODE: SW 351****CREDIT HOURS: 03****MARKS: 100****COURSE OBJECTIVES**

This course will help students to understand social casework as a method of social work and to make them understand the process and application of social casework. It will also acquaint them with the skills and techniques of social casework practice.

COURSE CONTENTS

1. Definition and description of Social Casework
2. Origin of professional Social Casework and its development
3. Philosophical assumptions of Social Casework
4. Code of ethics of Social Casework Practice
5. Principles of Social Casework
6. Components of Social Casework; Person; Problem; Place, Process; and Professional caseworker
7. Problems solving process: Social study; Prognosis; Diagnosis; Treatment; Follow up
8. Worker-client professional relationship
 - (a) With reference to the problem
 - (b) With reference to the agency
 - (c) With reference to community
9. Approaches to Social Casework
 - a. Task Centred Approach
 - b. Social-Psychological Approach
 - c. Integrated approach of Practice
10. Techniques of Social Casework Process
11. Interviewing in Social Casework
12. Recording in Social Casework
13. Counselling in Social Casework
14. Case Studies in Social Casework
15. Scope of Social Casework in Pakistan
16. Fields of Social Casework
 - a. Medical Social Work
 - b. Psychiatric Social Work
 - c. School Social Work
 - d. Social Casework with persons with disabilities
 - e. Social Casework with Drug Dependents
 - f. Social Casework with Senior Citizens
 - g. Social Casework with Displaced Persons
17. Trends and Issues in Social Casework Practice in Pakistan

RECOMMENDED READINGS

- Aptekar, H. H. (1941). *Basic Concepts in Social Case Work*. Chapel Hill. University of North Carolina Press.
- Cross, C. P. (1974). *Interviewing and Communication in Social Work*. Routledge & K. Paul.
- Deve, R. & Prakash, R. (2014). *Social Work Methods, Practices and Perspective*. Jaipur. Mangal Deep.



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COURSE TITLE: SOCIAL WELFARE ADMINISTRATION

COURSE CODE: SW 352

CREDIT HOURS: 03

MARKS: 100

COURSE OBJECTIVES

To help students understand basic concepts and principles of social welfare administration, introduce them with administrative structures and functions of a social services unit and map out Pakistan's social welfare administration.

COURSE CONTENTS

1. Definition and historical perspective of Social Welfare Administration
2. Principles of Social Welfare Administration
 - a. Needs and vulnerability
 - b. Risk and insecurity
 - c. Social investment
 - d. Social justice
 - e. Social inclusion and integration
3. Social Welfare Administrative structure for provision of social services
 - a. The public sector
 - b. The private sector (for profit, not for profit/voluntary)
 - c. The informal sector (mutual aid)
4. Components of social administrative structure
 - a. Organization
 - b. Personnel
 - c. Program
 - d. Finance
 - e. Management
5. Functions of Social Welfare Administration
 - a. Planning
 - b. Organizing
 - c. Staffing
 - d. Directing
 - e. Co-ordinating
 - f. Reporting
 - g. Budgeting
6. Role of Social Welfare Officer/Administrator

RECOMMENDED READINGS

- Abbas, R. (1969). *Social welfare administration in Pakistan*. Lahore: Alhamra Academy.
- Johri, P. K. (2007). *Social Administration*. India: Anmol Publication Pvt Ltd.
- Khalid, Muhammad. (2014). *Social Work Theory and Practice*. Karachi: Kifayat Academy.

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COURSE TITLE: SOCIAL ACTION**COURSE CODE: SW 353****CREDIT HOURS: 03****MARKS: 100****COURSE OBJECTIVES**

The Course is designed to highlight the importance of Social Action in attaining stability, empowerment and for promotion of social development in the society. The course aims to promote the students' academic and professional skills in Social Action as significant secondary method of Social work. It will also help the students to understand the roles and functions of Social Action in forming the basis for existence and functioning of social welfare institutions.

COURSE CONTENTS

1. Definition, Meaning and objectives of Social Action
2. Origin of Social Action as method of Social work
3. Need and importance of Social Action
4. Elements of Social action
 - a. Consciousness
 - b. Democratic working
 - c. Democratic leadership
 - d. Co-ordination/collaboration
5. Principles of Social Action
6. Process of Social Action
7. Application of Social action in Basic Methods
8. Strategies/ Instruments of Social Action
 - a. Public opinion
 - b. Social advocacy
 - c. Confrontation, Bargaining and Mobilization
 - d. Affirmative and non-affirmative activities
9. Social Action at State level
10. Social Action at NGO's level
11. Trends and issues in Social Action in Pakistan
12. Challenges for Social Action in Pakistan

RECOMMENDED READINGS

Abbott, C. & Taylor, P. (2013). *Action Learning in Social Work*. London: Sage Publication.
 Atkinson, J. M. & Heritage, J. (1984). *Structures of Social Action*. New York: Cambridge University Press.
 Donnison. D. V. (1965). *Social Policy and Administration*: London Allen &Unwin.

COURSE TITLE: SOCIAL POLICY**COURSE CODE: SW 354****CREDIT HOURS: 03****MARKS: 100****COURSE OBJECTIVES**

The aim of the course is to enable the students to understand concept of social policy and planning. It gives an understanding regarding the significance of social policy in the field of social welfare. It also familiarizes students with the process of translating social policies into social planning.

COURSE CONTENTS

1. Definition, nature, scope
2. Values consideration in social policy
 - a. Ensuring individual's dignity and integrity
 - b. Protection of family institution's survival
 - c. Ensuring vulnerable' rights protection
 - d. Ensuring human's respect and cooperation
3. Concept and Functions of Welfare State



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4. The determinants of Social Policy
 - a. Political Factors
 - b. Economic Factors
 - c. Cultural Factors
 5. The Instruments of Social Policy
 - a- Legislation
 - b- Administration
 - c- Planning
 6. Globalization and Social Policy
 - a- Positive impacts
 - b- Negative Impacts
 7. Areas of Social Policy
 - a- Health
 - b- Education
 - c- Social Welfare
 - d- Housing
8. Social welfare policies of Pakistan (1955, 1988, 1992, 1994)

RECOMMENDED READINGS

- Adams, R. (2002). *Social Policy for Social Work*. New York: Palgrave Macmillan.
 Alexander, R. (2003). *Understanding legal concepts that influence social welfare policy and*
 Livingstone, A. (2011). *Social policy in developing countries* (Vol. 90). Routledge.
 Dean, H. (2012). *Social Policy: Short Introduction* (2nd ed). Cambridge: Polity press.

COURSE TITLE: DRUG ABUSE PREVENTION AND REHABILITATION

COURSE CODE: SW 355

CREDIT HOURS: 03

MARKS: 100

COURSE OBJECTIVES

1. The course is designed to help the students to understand the nature and extent of drug abuse as a social problem
2. To enhance the approach of students about the various methods used in the field of prevention, treatment and rehabilitation.
3. To strengthen the professional work approach of students against adverse effect of drug abuse.

COURSE CONTENTS

Introduction

- a) Definition, meaning and nature of drug abuse.
- b) Historical background of drug abuse around the world.
- c) Classification of drug abuse by its kinds and sources.

History and prevalence

- a) Nature of drug abuse and its development in Pakistan.
- b) Drug dependency and its extent in Pakistan.
- c) Emerging trends in drug addiction
- d) Poly drug use
- e) Drugs and central nervous system
- f) Drug and crime
- g) Drug and violence

Effect of drug abuse

- a) Biological/Physical effects
- b) Social effects
- c) Psychological effects

Methods and practices

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- a) Detoxification of drug abuse.
- b) Social case work, group work, community development, social research and action in drug abuse prevention and treatment.
- c) Role of social worker to eradicate drug abuse.
- d) Counseling techniques.

Services and their organization

- A) Drug abuse control.
- B) Role of legislation in drug abuse control.
- C) Role of mass media against drug abuse.
- D) Law enforcing agencies at national and international level
- E) Prevention: public health education, social awareness, community participation.
- F) Treatment: methods of treatments:
 - Sedating methods
 - Sympathetic methods.
- G) Rehabilitation: familial, vocational, educational and social,
- H) Relapse causes and effects.

Suggested Readings:

Howard Abadinsky-Drug Use and Abuse_ A Comprehensive Introduction %2c Seventh Edition - Wadsworth Publishing (2010)

Pierce, J.P., Fiore, M.C., Novotny, T.E., Hatzianandreu, E.J., and Davis, R.M. (1989). Trends in Cigarette Smoking in the United States: Educational Differences are increasing. *Journal of the American Medical Association*.

COURSE TITLE: COMMUNITY ORGANIZATION AND DEVELOPMENT

COURSE CODE: SW 356

CREDIT HOURS: 03

MARKS: 100

COURSE OBJECTIVES

This course helps students to understand about community, types of community, concept of community organization and community development. It also enables students to learn about objectives, principles, approaches and history of community development.

COURSE CONTENTS

1. Community
 - a. Definitions and explanation of community
 - b. Essentials, elements, and profile of community
 - c. Types of community
 2. Community organization
 - a. Definitions and purpose of community organization
 - b. Types of community organization
 3. Community Mobilization
 - a. Mobilization Process
 - b. Role of Social Mobilizer
 - c. Barriers to Community Mobilization
 4. Community Development
 - a. Definitions, objectives and explanation of Community Development
 - b. History of Community Development
 5. Principles of Community Development
 6. Process of Community Development
 7. Approaches/models/techniques of Community Development
 8. Dimensions of Community Development
 9. Community Development Programs in Pakistan
 - a. Government sponsored Program
- 1- V-AID program
 - 2- Poverty alleviation program 1998

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- b. Non-government sponsored Program
 - c. Local Government
10. Participatory rural appraisal and rapid rural appraisal
 11. Present institutional framework of Community Development in Pakistan
 12. Role of Social Worker in Community Development

RECOMMENDED READINGS

- Chaudhry, Muhammad. I. (2000). *Pakistani Society*. Kifayat Academy, Karachi.
- Craig, G., Mayo, M., Popple, K., Shaw, M. & Taylor, M. (2011). *The Community Development Reader: History, Themes and Issues*. Bristol: Policy Press.

COURSE TITLE: MEDICAL AND PSYCHIATRIC SOCIAL WORK

COURSE CODES: SW 361

CREDIT HOURS: 03

MARK: 100

COURSE OBJECTIVES

The course will help the students to understand the social causes and consequences of medical and psychiatric problems and to help them to know about the skills and techniques used by social worker in hospital setup.

COURSE CONTENTS

I Introduction

- a. Definition, meaning nature and scope of medical social work
- b. The need for social work in medical setting
- c. Relation of Medical Social Work with Psychiatry and Psychology

II Historical Development

- a. Background of medical social work in Western World.
- b. Development of social work in medical setting in Pakistan

III Organization and Administration of Medical Setting

- a. Relationships of a medical social work with various professions
- b. Role and functions of medical social workers

IV Bio-Psycho-Social Factors of diseases.

- a. Factors influencing health and disease: Physiological, Social Psychological, economical and environmental
- b. Psychology of a patient. The concept of a patient as a person

V Mental Health

- a. Definition and scope of mental health
- b. Mental health problems
- c. Remedial and preventive aspects of the mental health program
- d. Social implications of mental health problem and mental retardation

VI. Types of mental disorder:

- a. Physiogenic disorder
- b. Psychogenic disorder
- c. Psychosis
- d. Neurosis
- e. Causative factors of mental disorder

VII Rehabilitation

1. Definition, Scope of Rehabilitation of:
 - a. Physical Impairment
 - b. Mentally Impairment
 - c. General patients
2. Methods in Rehabilitation
 - a. Guidance and counselling
 - b. Vocational training

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- c. Community organization

VIII Application of Social Work in medical setting

1. Use of Social Casework, Social Group, Community Welfare Organization and Research Methods of Social Work in Medical settings.
2. Role of professional social worker in medical setting
3. Social services in medical settings, their nature and extent
 - a) Primary prevention: Awareness
 - b) Secondary prevention: Treatment
 - c) Tertiary prevention: Rehabilitation
4. Major issues and trends in medical social work

RECOMENDED READINGS:

Alan, B., and Pritchard.(1983). *Social Work and Mental Illness*.

Ann, B. et.al (1982).*Rehabilitation of the Handicapped; New Dimensions in Programs for the Developmentally Disabled*.

COURSE TITLE: SOCIAL WORK AND YOUTH WELFARE

COURSE CODE: SW 362

CREDIT HOURS: 03

MARKS: 100

COURSE OBJECTIVES

To help students understand the concepts of youth, youth welfare, youth development, and to enhance their historical and theoretical understanding of issues related to young people. Further, to orient students with the professional social work with youth.

COURSE CONTENTS

1. Definitions of Youth, Youth Welfare, Youth Development and Youth Work
2. Historical perspective of Youth Welfare
3. Youth Theories
 - a. Resilience
 - b. Positive Youth Development based on Ecological Theory
 - c. Leadership Theories
4. Social Work practice with youth
 - a. Interpersonal and helping skills
 - b. Organizing groups around youth participation
 - c. Youth leadership and management in community services
5. Youth and Family & Community
 - a. Interrelationship of youth and family & community
 - b. Support factors
 - c. Risk factors
6. Youth issues in Pakistan
 - a. Health (Physical fitness, Addiction, HIV/AIDS, STDs)
 - b. Education (post secondary education, vocational training)
 - c. Recreation (positive recreation, opportunities, facilities)
 - d. Employability
 - e. Civic engagement
7. Behavioural Therapy
8. Role of professional social worker for Youth Welfare

RECOMMENDED READINGS

Buchroth, I. & Parkin, C. (2010). *Using Theory in Youth and Community*. London: Sage.

Cheon, J. W. (2008). *Positive Youth Development and Youth-professional Relationships: Exploring the Nature of Strengths-based Practices with Children and Youth from Professionals' Perspectives*.

Ann Arbor: ProQuest.

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COURSE TITLE: GENDER STUDIES**COURSE CODE: SOC 213****CREDIT HOURS: 03****MARKS: 100****COURSE OBJECTIVES:**

The concepts about gender relations will be learnt. The historical movements and feminist perspectives about gender relations will be explored. The course provides understanding about globalization and its role towards changing gender relation in various societies around the world. Special emphasis shall be given to Muslim and Pakistani societies.

COURSE CONTENTS**Introduction**

- Definition, Concepts and Importance
- Gender Studies in International Setting
- Gender Studies in Pakistani Perspective
- Feminism

Major Feminist Perspectives

- Liberal Feminism
- Radical Feminism
- Marxist Feminism
- Theological Feminism

Gender and Human Rights

- Definition and Nature of Human Rights
- Collective Rights
- Ethnic Minority Rights
- Fundamental Rights
- Property Rights

Gender and Politics

- Gender and Third World Politics
- Women Political Leaders, Past and Present
- Women in the Legislatures and Executive of the Law
- Power and Patriarchy
- Women in Pakistani Political Setup
- Women Participation in Local Government System

Gender and Education

- Gender and education
- Gender, Origin and development of education
- Gender Education and religion
- Gender Education and polity
- Gender Education and economy
- Gender Education and social mobility
- Gender and Forms of education

Gender and Population

- Population composition
- Sex Composition
- Gender Roles and Family Size
- Gender and Reproductive Role
- Gender and Youth problem
- Gender and Population Issues
- Changing Perspective of Gender Roles in Population

Gender and Development

- Gender Roles
- Access to Resources
- Gender Disparity
- Problems of Gender Development
- The role of Development Aid in Gender development
- The role of non-government organizations in Gender development
- Journey from WID to GAD

RECOMMENDED READINGS:

Beauvoir, S. D. (2007). *The second Sex Vintage*.

Davis, K., Evans, M.S., and Lorber, J. (2008). *Handbook of Gender and Women's Studies*. Sage Publication New Delhi;

COURSE TITLE: SOCIAL GROUP WORK**COURSE CODE: SW 363****CREDIT HOURS: 03****MARKS: 100****COURSE OBJECTIVES**

The course will familiarize the students with the concept and methods of group work, its purpose, principles, group dynamics, group developmental stages and important elements of group dynamics like group structure, group members, and group leaders. It will also enable the students to practically observe the functioning of groups being administered for different age groups in different social welfare agencies during their fieldwork.

COURSE CONTENTS

1. Definition of Group, Purpose and importance of Social Group Work
2. Types of Social Groups
2. History of Social Group Work
4. Principles of Social Group Work
5. Group Work Process (Diagnosis treatment and evaluation plan in Social Group Work)
6. Models of Social Group Work/Theories of Social Group Work
7. Group Dynamics: Definition, Concept and Components
8. Planning Group Work
 - a. Clarity of Purpose
 - b. Available Resources: Human, Financial, Technical, Material etc.
 - c. Selection of Specific Method of Social Group Work
 - d. Selection of Physical Settings and Non-physical Setting
 - e. Duration of the Group Work
 - f. Types of Group Members: Homogenous & Heterogeneous Nature
 - g. Mechanism for Evaluation of Group Performance
9. Recording in Group Work
10. Leadership in Social Group Work
11. Group Development Stages and role of Social Group Worker (Forming, Storming, Norming, Performing and Adjourning)
12. Role of Social Group Worker in prevention and rehabilitation
13. Social Group Work Services for Children, Adolescents, Persons with Disabilities, Adults and Aged people
14. Issues and trends in Social Group Work in Pakistan.

RECOMMENDED READINGS

Alissi, A. S. (2008). *Perspectives on Social Group Work Practice*. Simon and Schuster.

Cohen, C. S. (2009). *Strength and diversity in social work with groups*. New York: Routledge.

Garvin, C. D. & Guti, L. M. (2004). *Handbook of social work with groups*. New York : The Guilford Press .

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COURSE TITLE: PROJECT PLANNING AND MANAGEMENT
COURSE CODE: SW 364 CREDIT HOURS: 03 MARKS: 100

COURSE OBJECTIVES:

The course acquaints the students with the basic concepts of project cycle, cause and effect relationship, logical frame work, planning and management. Required skills of field formation, preparation of different reports and techniques for the development of project will be studied. It will also equip students with the tools of monitoring, evaluation and impact assessment.

COURSE CONTENTS

1. Introduction
 - a. Definition, need, identification, selection and scope of the project.
 - b. Characteristics of project, types of project.
 - c. Project cycle
 - d. Cause and effect diagram,
 - e. Project objectives
2. Project Planning
 - a. Development of indicators
 - b. Preparing Project Proposal
 - c. Logical framework analysis.
 - d. Key components of project
 - e. Potential problem analysis.
 - f. Fields force formation strategy
3. Project Organizing
 - a. Organization of resources
 - b. Task allocation, role Taking,
 - c. Coordination in project team,
 - d. Accountability within project
 - e. Conflict resolution
 - f. Time management
 - g. Liaison with external agencies
 - h. Preparation of technical progress reports
 - i. Preparation of financial progress reports
 - j. Writing of minutes and reports of project meetings.
4. Project Monitoring and Evaluation
 - a. Checking deviation and progress monitoring
 - b. Follow-up, managing deviation,
 - c. Definition and difference between MandE
 - d. Need for evaluation
 - e. Steps in evaluation, collecting necessary data, expanding logframe matrix for evaluation, checking deviation, adjusting deviation
5. Impact assessment.
 - a. Definition concepts and meaning
 - b. Types of impact assessment
 - i) Social impact Assessment
 - ii) Economic Impact Assessment
 - iii) Physical Impact Assessment
 - iv) Environmental Impact Assessment
 - c. Methods and techniques of Impact Assessment

Practical:

Exercises on project preparation, use of CPM/PERT Methods, LFA Exercise. Monitoring and evaluation exercise.

Suggested Readings:

1. Richard, H., Thayer and Yourdon, E. (2000). *Software Engineering Project Management* (2nd Ed. ed.). Wiley-IEEE Computer Society Press. [ISBN 0-8186-8000-8](#).
2. Fleming, W. Q. (2005). *Earned Value Project Management* (Third Edition ed.). Project Management Institute. [ISBN 1-930699-89-1](#).
3. Nokes, S. (2007). *The Definitive Guide to Project Management*. 2nd Edition. London (Financial Times / Prentice Hall):[ISBN 978-0-273-71097-4](#)

COURSE TITLE: SOCIAL RESEARCH

COURSE CODE: SW 471

CREDIT HOURS: 03

MARKS: 100

COURSE OBJECTIVES

This course will help students to understand research, types of research design, its importance and steps involved in research process. It will also enable students to know about research design, universe, sampling, tool of data collection, data collection, data analysis and report writing. This course will enable them to develop skills in the practice of researches.

COURSE CONTENTS

1. Introduction
 - a. Definition and meaning of research
 - b. Types of research
 - c. Significance of research
 - d. Theory and Research
 - e. Qualitative and Quantitative research
2. Basic Steps in research process
 - a. Formulation of a research problem
 - b. Review of literature
 - c. Formulation of Hypothesis
 - d. Research Design
 - e. Data Collection
 - f. Data analysis
 - g. Report writing
3. Universe/Population in research
 - a. Definition and meaning
 - b. Importance of universe in research
4. Sampling
 - a. Definition and meaning of sampling
 - b. Importance of sampling in research
 - c. Probability sampling and its types
 - d. Non-Probability sampling and its types
5. Tools of Data Collection
 - a. Questionnaire
 - b. Interview schedule
 - c. Focus Group Discussion
 - d. Observations
6. Ethics in social Research
7. Problems/Limitations faced by researcher in the field & its solution
8. Qualities of a good researcher
9. Research report formulation
 - a. Format of research report
 - b. Essentials of a good research report
 - c. Referencing styles
 - d. Bibliography

RECOMMENDED READINGS

Anastas, J.W. (2013). *Research Design for Social Work and Human Services*. Columbia University Press.

Blaikie, N. (2009). *Designing Social Research*. Cambridge: Polity Press.

Brian, C. (2006). *Applying Research in social Work Practice*. UK: McGraw-Hill Education.

Creswell, J.W. (2013). *Research Design: Qualitative, Quantitative and Mixed Methods Approach*. London: Sage Publications.

COURSE TITLE: SOCIAL WORK AND DISASTER MANAGEMENT

COURSE CODE: SW 472

CREDIT HOURS: 03

MARKS: 100

COURSE OBJECTIVES

The objective of the course is to introduce students with the concept, nature and diversities of the disaster and its different natural and human created types. It will also acquaint students with different impacts of disaster on human society; possible solutions to stop or minimize the disaster's occurrence and impacts minimizing.

COURSE CONTENTS

1. Definition, meaning and explanation of Disaster and Disaster Management
2. Types of Natural and Man-made Disaster
 - a. Famine
 - b. Biological Hazards
 - c. Floods
 - d. Storms
 - e. Earthquakes
 - f. Volcanic Eruptions
 - g. Accidents
 - h. Political and Complex Emergencies
 - i. Terrorism
3. Basic Terminologies related to Disaster
 - a. Hazard
 - b. Risk
 - c. Vulnerability
 - d. Capacity
 - e. Resilience
4. Effects of Disasters
5. Disaster Management Cycle
 - a. Preparedness
 - b. Response
 - c. Reconstruction
 - d. Recovery
 - e. Mitigation
6. Risk;
 - a. Components
 - b. Determinants
 - c. Risk assessment
7. Hazard assessment and Tools of hazards assessment.
8. Capacity and vulnerability assessment.
9. Risk reduction
 - a. Objectives,
 - b. Aim of Risk Reduction Measures
 - c. Appropriate and Adequate Risk Reduction Measures.
 - d. Community Base disaster Risk reduction/ disaster preparedness'.
10. Disasters in Pakistan
11. Disaster Risk Reduction and Management Authorities in Pakistan
 - a. NDMA
 - b. PDMA
 - c. DDMA
 - d. FDMA
7. Role of community in disaster risk reduction

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8. Role of professional social worker in pre and post-disaster situations

RECOMMENDED READINGS

- 17thRegional Learning Workshop on CBDRR; *Building Community Resilience & Self Reliance. Reading material Vol.2.* Bangkok: Asian Disaster Preparedness Center.
- Anderson, M. & Woodrow, P. (1999). *Rising from the Ashes: Development Strategies in Times of Disasters.* London: IT Press.
- Blaikie, Piers et al. (1994). *At Risk: Natural Hazards, People's vulnerability and Disasters.* New York: Routledge.

COURSE TITLE: SCHOOL SOCIAL WORK

COURSE CODE: SW 473

CREDIT HOURS: 03

MARKS: 100

COURSE OBJECTIVES

The course aims to impart knowledge to the students about the importance of school social work as an inter-professional approach and its significance in dealing with the problems of the students in education. Students learn the role of School as an agency outside home, its role in personality development and socialization.

COURSE CONTENTS

1. Definition, meaning and scope of School Social Work
2. Historical perspective of School Social Work
3. Theories Related to Human Behavior in Social Work
 - a. Cognitive theory
 - b. Ego-psychology theory
 - c. Learning theory
4. Factors affecting Learning
 - a. Biological factors
 - b. Social factors
 - c. Economic factors
 - d. Psychological factors
5. Causes and remedial measures of learning disability
6. Guidance and Counseling with children in schools
7. Importance of Parent Teacher Associations in learning
8. Social Casework and Social Group Work in school settings
9. Importance of students' case records
10. Trends, Issues & Need of School Social Work in Pakistan
11. Role of Social worker in solving Psycho-social and economic problems of the students

RECOMMENDED READINGS

- Chavkin, N. F. (1993). *The use of research in social work practice: A case example from school social work.* Westport, CT: Praeger.
- Ehly, S., Ehly, S. W. & Dustin, E. R. (1989). *Individual and Group Counseling Schools.* New York: Guilford Press.
- Franklin, C., Mary, B. H. & Paula, A. (2006). *The school services source book: A guide for school-based professionals.* New York: Oxford University Press.

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TITLE OF THE COURSE: NGO's MANAGEMENT
COURSE CODE: SW 474 CREDIT HOURS: 03 MARKS: 100

COURSE OBJECTIVES

The main objectives of present course are to understand the role of NGOs in socio-economic development across the globe. But more specifically we will discuss the cases from Pakistan. In this class we will underline why we need NGOs and how effective this network is? On other hand we will also evaluate the developmental performances of different NGOs in Pakistan.

COURSE CONTENTS

1. Strategic management of NGOs

Management of NGOs, NGOs and social change

2. Involvement of NGO in civil society

Role of NGOs in global civil society

3. NGOs and democracy

Regulations to corporations, Government NGO co-operation, NGOs in planning and development

4. NGOs and global governance

Role of Global Governance in NGO Management

5. Advocacy of NGOs

NGOs advocates of good governance

6. Financing NGOs

Risks of bank-NGO relations, Funding NGOs, Role of IMF, Financial and technical activities of IMF

7. NGOs: issues and opportunities

NGOs' policy towards international criminal court

Managing NGOs in Developing Countries: Experiences from Pakistan

8. Managing People and Organizations

Case Study 1

Case Study 2

Case Study 3

9. Project Management in Pakistani NGOs

Case Study 1

Case Study 2

Case Study 3

10. Managing Change

Case Study 1

Case Study 2

Case Study 3

RECOMMENDED READINGS:

1. Goel, O.P. (2004). *Strategic Management and policy issues of NGO.s*
2. Blank. (2000). *The natural laws of leadership*. Royal book company, Karachi
3. Khan, I. A. (1998). *Changing pattern of rural leadership and their characteristics*. Pakistan Academy for Rural Development, Peshawar, Pakistan.
4. Qureshi, Z.I. (Ed) (2005). *Managing NGOs in Developing Countries*. Oxford University Press. Karachi. (5 Volumes).

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COURSE TITLE: SOCIAL WORK WITH FAMILIES

COURSE CODE: SW 475

CREDIT HOURS: 03

MARKS: 100

COURSE CONTENTS

- 1- Concept, definition and types of Family
- 2- Importance of Families
- 3- Needs and Problems of Families
 - a- Developed Societies
 - b- Developing Societies
- 4- Concept of family Welfare
 - a- Family welfare according to U.N Social Commission
 - b- Measures suggested by U.N Seminar on Family and Child Welfare, 1956
- 5- Family welfare and the Application of Primary and Secondary Methods of Social Work
 - a- Family welfare and Social Case Work
 - b- Family welfare and Social Group Work
 - c- Family welfare and Social Work Research
- 6- Social Work Techniques of Family Welfare
 - a- Family psycho- Education
 - b- Family Counseling
 - c- Family Life Education
- 7- Intensive Family Preservation
 - a- Goals of Family preservation
 - b- Key themes in family preservation
- 8- Socio-Economic Conditions of Families in Pakistan
- 9- Welfare Services available to Families in Pakistan

SUGGESTED READINGS

1. Kirst-Ashman, K. K. (2007). *Introduction to social work and social welfare*. Thomson.
2. Khalid, M. (2006). *Social Work Theory and Practice. Karachi, Pakistan: Kifayat Academy.*

COURSE TITLE: PRINCIPLES OF CRIMINOLOGY

COURSE CODE: CRIM 111

CREDIT HOURS: 03

MARKS: 100

COURSE OBJECTIVES

This course helps students develop understanding of the dynamics, origins and causes of crime. economic and cultural environment. It also assists students in their understanding of the criminal justice system and of its various components and their functions.

COURSE CONTENTS

1. Definition and meaning of Crime
2. Causes of crime
3. Types of crime


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4. Classification of Criminals

- a. Legalistic criminals
- b. Moralistic criminals
- c. Psychopathic criminals
- d. Institutional criminal
- e. Situational criminals
- f. Habitual criminals
- g. Occupational criminals
- h. Organized criminals

5. Situational analysis of crimes in Pakistan

6. Theories of criminal behavior

- a. Biological theories of crime (Lombrosian Theory)
- b. Social Structure theories (Social Disorganization, Strain Theory)
- c. Social process theories (Differential Association Theory, Labeling Theory)

7. Theories of Punishment

- a. Defining punishment
- b. Theories of punishment (Retribution, Deterrence, Incapacitation, Rehabilitation)
- c. Islamic perspective on punishment

8. The Criminal Justice System

- a. Importance of criminal justice system
- b. The functions of criminal justice system
- c. Components of criminal justice system

9. The Police Force

- a. Background of Police in Pakistan
- b. Laws governing Police Force
- c. Role of police in Crime prevention
- d. Problems with Police Force

10. The Judicial System

- a. Structure and Functions
- b. Role of judiciary in Pakistan
- c. Issues with Judiciary in Pakistan

11. The Prison System

- a. Background of Prisons
- b. The Prison System of Pakistan
- c. Problems with the Prison System in Pakistan

12. The Probation System

- a. Background of the Concept of Probation
- b. Development of Probation in Pakistan
- c. Problems confronting Probation System in Pakistan

13. The Parole System

- a. Background of the Concept of Parole
- b. Development of Parole in Pakistan
- c. Main Problems with Parole System in Pakistan

RECOMMENDED READINGS

- Abdullah, O. N. (1982). *Encyclopedia of Seerah*. Lahore: Pak. Book Corporation Aziz Chambers.
- Brownlee, I. (1998) *Community Punishment: A Critical Introduction*. New York: Longman.
- Cavadino, M. & Dignan, J. (2002). *The Penal System: An introduction*. London: Sage Publications.
- Crow, I. (2001). *The Treatment and Rehabilitation of Offenders*: London: Sage Publications.
- Duff, A. & Duff, R. A. (2003). *Punishment, Communication, and Community*. New York: Oxford University Press.

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COURSE TITLE: GERONTOLOGICAL SOCIAL WORK**COURSE CODE: SW 481****CREDIT HOURS: 03****MARKS: 100****OBJECTIVES OF THE COURSE**

The course will provide a comprehensive view of aging to the students and enable them to identify emerging issues related to old age. This will also familiarize the students about the welfare services for elderly in Pakistan and the Globe.

COURSE CONTENTS

- 1- Meaning, definition and importance of Social Gerontology
- 2- Causes of the emergence of the concept of ageing
- 3- Aging and Culture
- 4- Islamic concept of Aging and Aged
- 5- Theories of Aging
 - Psychological theories of ageing
 - Life span development theory
 - Socio-emotional selectivity theory
- b) Sociological theories of ageing
 - 1)Activity
 - 2) Continuity
 - 3) Disengagement
 - 4) Modernization theory
6. Problems of the Aged
 - a. Social Problems (Accommodation, Transportation, Recreational, Social)
 - b. Psychological Problems (Loneliness, Isolation, fear of death, family issues, Protection)
 - c. Physical Problems (Sight, Hearing, general weakness, diet and other disabilities)
 - d. Economic Problem (Poverty, Unemployment, lack of pension and financial investment)
7. Legislation and Social Welfare Services for the Aged in Pakistan
 - a. Government level
 - b. Non-government level
8. Societies/Organizations for the Aging and the Aged in Pakistan
9. Role of Senior Citizens in development of family, community and society at large
10. Role of Professional Social Worker in Preventive, Curative and Rehabilitative services for the Aged

RECOMMENDED READINGS

- Brearley, C. P. (1980). *Social Work, Ageing and Society*. London: Routledge & Kegan Paul.
- Decker, D. L. (1980). *Social Gerontology: An Introduction to the Dynamics of Aging*. Boston: Little Brown.
- Formosa, M. & Higgs, P. (2015). *Social Class in Later Life: Power, Identity and Lifestyle*. Bristol: Policy Press.
- Hamilton, I. S. (2000). *The Psychology of Ageing: An Introduction*. London: Jessica Kingsley Publishers.

COURSE TITLE: DISABILITY STUDIES**COURSE CODE: SW 482****CREDIT HOURS: 03****MARKS: 100****COURSE OBJECTIVES**

This course will help the students to understand the nature and extent of the problems of disabilities. It will impart the students with the knowledge of programs and services regarding disability and rehabilitation of the persons with disabilities in their communities.

COURSE CONTENTS**Introduction:**

The purpose of the course is to introduce disability in the context of social work. The course also highlights problems and problems of persons with disabilities. Moreover, the aim of the course is to sensitize and orient the scholars towards specialized area/field of social work in rehabilitation and welfare of persons with disabilities

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1. Definition of disability and its related concepts.
 - a. Impairment
 - b. Disability
 - c. Handicapped

- 2. Disability in Historical Perspective**
 - a. Disability in primitive societies
 - b. Disability in medieval and industrialization
 - c. Disability in contemporary societies

- 3. Models and Theories of Disability**
 - a. Charity model
 - b. Medical model
 - c. Social model
 - d. Bio-psychosocial model
 - e. Social construction and disability
 - f. Feminist theories and disability

- 4. Types of Disability**
 - a. Visual disability
 - b. Speech disability
 - c. Physical disability
 - d. Mental and intellectual disability
 - e. Multiple disability

- 5. Disability and Human Rights**
 - a. Convention on the rights of person with disabilities
 - b. Violation of rights of persons with disabilities

- 6. . Prevention and Rehabilitation**
 - a. Definition of prevention and rehabilitation.
 - b. Measures of rehabilitation in different setups (Familial, educational, vocational, socio-recreational).

- 7. Policies and approaches for the rehabilitation of disabled in Pakistan**
- 8. Services, Programmes and Legislations**
 - a. Programmes and services for the persons with disabilities.
 - b. Organization and administration of Government and non-government services.
 - c. Legislation regarding employment and placement of disabled – 1981.

- 9. Methods and Practices**
 - a. Preventive and rehabilitation methods.
 - b. Role of social worker in preventive and rehabilitative program.
 - c. Use of social work methods, social work, community development, social research, social administration and social action.
 - d. Major issues and trends in prevention and rehabilitation of disability.

RECOMMENDED READING:

Bean, P. (1988). *Mental Disorder and Community Safety*. Palgrave Hound mills, Basingstoke, Hampshire RG21 6XS and 175 Fifth Avenue, New York.

Burkhauser, M. (1990). *Disentangling the Effect of Arthritis on Earnings: Simultaneous Estimate of Wage Rates and Hours Worked*, *Applied Economics*.

COURSE TITLE: CHILD PROTECTION AND WELFARE**COURSE CODE: SW 483****CREDIT HOURS: 03****MARKS: 100****COURSE OBJECTIVES:**

The course acquaints students with the concept of child protection in its historical background and within the contemporary approaches and debates, with a special reference to Pakistan. It also provides students with an opportunity to familiarize themselves with the role of various stakeholders including family and social workers.

COURSE CONTENTS:

1. Basics of Child Protection
 - a. Definition of a child according to Domestic Law and International Treaties
 - b. Definition of key concepts including child protection, abuse, neglect and exploitation
 - c. Complex nature of child protection involving social, psychological, medical, legal and moral issues
 - d. Historical development of Child Protection
2. Child protection: Modern and Islamic Perspective
 - a. Child Rights Convention (CRC)
 - b. Child rights in Islam.
3. Child Maltreatments, issues causes and Types
 - a- Violence against children
 - b- Abuse & neglect
 - c- Child trafficking
 - d- Child Labour
 - e- Child Beggars
4. Child Protective Services and Social Work Role
 - a- Child Protection Services
 - b- Working with and referring to other agencies
 - c- Intensive Family Preservation
 - d- Child Day care
 - e- Other Supportive Services
5. Family as an Institution with Reference to Child Rights and Protection
 - a. Sociological significance of family in personality development of a child.
 - b. Parenthood and role of parents in child rearing
6. Pakistani Laws, Policies and Initiatives related to Child's Protection and Welfare
 - a. Legislation regarding child protection in provinces: Khyber Pakhtunkhwa Child Protection and Welfare Act in 2010; Sindh Child Protection Authority Act 2011; Punjab Destitute and Neglected Children Act (promulgated in 2004, and revised in 2007, again under revision); Balochistan Child Welfare and Protection Bill
 - b. Child Protection Commissions/Bureaus/Authority in provinces
7. Seminars/ Field works on Nature and effectiveness of Child welfare/ protection services provided by different Governmental and Non-governmental organizations in Pakistan.

RECOMMENDED READINGS:

3. Jabeen, T. (2012). Child protection, children's right to protection and the United Nations Convention on the Rights of the Child. *Law & Society*, 42(59&60), pp. 7-18.
4. Jabeen, T. (2013). A history of contemporary child protection in the global South (with a special focus on South Asia and Pakistan)'. *Journal of the Research Society of Pakistan*. http://pu.edu.pk/images/journal/history/PDF-FILES/ARTICLE%206%20TAHIRA%20138-159_v50_no2_2013.pdf

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TITLE OF THE COURSE: URBAN DEVELOPMENT

COURSE CODE: SW 484

CREDIT HOURS: 03

MARKS: 100

COURSE OBJECTIVES

This course will help the students to learn the basic concepts and related issues of urban development.

COURSE CONTENTS

Introduction

Urban Development

1. Meaning and Definition of Urban Development

Urban Education

1. Schools in the city
2. Higher Education in the City (Colleges, Universities)

Urban Finances

1. Concept of Urban Finance
2. Financial Crises of the cities
3. Financing of Urban Government

Urban Housing

1. Concept of Urban Housing
2. Types of Urban Housing
3. Its effects on Family patterns & life
4. Problems of Urban Housing
5. Communication & Public Opinion

Slums and Squatter Settlement

1. Meaning Definition, Types of Slums
2. Meaning, Definition and Types of Squatter Settlement
3. Causes and Consequences of Slum in Pakistan
4. Rural Urban Migration
5. Adjustment of Migrants

Urban Poverty

1. Concept of Poverty
2. Levels of Poverty
3. Causes of Urban Poverty
4. Alleviation of Poverty

Urban Disorganization

1. Meaning and Definition
2. Types of Disorganization (Crimes, Violence, Terrorism)
3. Causes of Urban Disorganization
4. Remedies Measures to Control Disorganization

Urban Design

1. Image of the city
2. Planning and Development of the City
3. Future of the City

Suggested reading:

1. Auty, R. M. (1995). *Patterns of Development Resources*. Policy and Economic Growth, London, Deward Arnold.
2. Bryant, E. D., and Peck, D. L. (2007). *21st Century Sociology; A reference Handbook*. Sage Publication U.S.A.

Note:

Courses included in the General Education Category are designed by the respective departments including their course codes, credit hours and titles (reflected in the scheme of studies). All such courses approved by the Syndicate are available on the university website. For any query the office of the Registrar Academics may be approached for clarification/guidance.

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