

MAGADH UNIVERSITY

BODH-GAYA



COURSES OF STUDIES
FOR
B. A. HONOURS, SUBSIDIARY & GENERAL
Part I, II & III Examination
IN
L. S. W.

PRICE Rs. 10/-

Magadh University

COURSES OF STUDY

B. A. PART I EXAMINATION, 1998 Onward

LABOUR & SOCIAL WELFARE

(HONOURS COURSE)

1. B. A. Hons', Part—I, Paper-I to II carrying 100 marks each.
2. B. A. Hons', Part—II Paper I to II carrying 100 marks each.

Part—I

PAPER—I

Labour and Social Economics

1. Labour Economics—meaning, nature and scope—methods of study.
2. Economic Institutions of capitalism and socialism—their salient features—nature of labour problems under capitalism and socialism—labour problems in developing economics.
3. Labour market—nature and characteristics—demand for and Supply of labour.

- 4 Indian Labour force-Composition-distribution amongst different sectors of employment—characteristics of Indian labour—mobility of labour.
- 5 Unemployment-types and causes-Unemployment situation in India—measures for fighting unemployment special employment measures of the Government of India.
- 6 Theories of wages i. e. Subsistence Theory, Residual Claimant Theory, Wages Fund Theory, Marginal Productivity Theory, Demand and Supply Theory, Collective Bargaining Theory their consumptions and limitations.
- 7 Wages differentials based on skill, occupation, industry and sex—their causes and justification—effects of narrowing.
- 8 Concepts of minimum wage, need-based minimum wage, fair wage and living wage—their possibilities in India.
- 9 Methods of wage fixation—objectives and methods of governmental regulation of wages-Wage regulation and wage policy in India.
- 10 Nominal wage and real wage-basic wage and dearness allowance-linking D. A. to Consumer price Index-Difference methods and practices relating to payment of D. A.

- 11 Productivity of labour—factors influencing-measures for increasing labour's productivity-difficulties in the way of promoting productivity-productivity movement in India.
- 12 Social Planning—meaning, objectives, scope and forms social planning in India.

Books Recommended :—

- 1 R. A. Linton :—Economics of Labour.
- 2 R. R. Singh, Maheshwari, :—Labour Economics and Singhal.
- 3 Morice Dutta. :—Wages.
- 4 T. N. Bhaguliwal, :—Economics of Labour and Social-Welfare.
- 5 K. N. Subramanian, :—wages in India.
P. A. N. Sinha :—wages Determination.
- 7 Nigam—State Regulation of Minimum wage.
- 8 Lerner—Economics of Employment.

PAPER—II

Social Problems and Social Welfare

- 1 Family—importance and functions—types of family Joint family system and factors disintegrating it-problems facing single or individual families—family disorganisation.

- 2 Family welfare in India—need for Measures adopted and progress.
- 3 Cast—nature and characteristics—origin :—functions—caste and democracy, reformation movement—present position.
- 4 Concept of social welfare—changing approaches—welfare state social welfare.
- 5 Poverty—meaning—extent in India—poverty line—causes—measures for fighting poverty—special programmes of the government.
- 6 Welfare of scheduled castes—scheduled tribes and backward classes—economic and social problems facing them—constitutional safeguards—welfare measures of the Government of India and Government of Bihar.
- 7 Child welfare—problems facing children—child welfare measures in India with special reference to the role of the Government of India. C. D. S., Central Social welfare Board and important national social welfare agencies in the field.
- 8 Juvenile delinquency—causes—extent—control of Juvenile—delinquency—role of social legislation.
- 9 Women Welfare—need for measures for woman welfare in India with special reference to the role of the Government of India. Central Social welfare Board and important national social welfare agencies in the field.

- 10 Beggery—types of beggars causes of beggary—prevention and control of beggary—effectiveness of legislative measures.
- 11 Prostitution—causes—effects on patrons, prostitutes and Society—control of prostitution.
- 12 Important national social welfare agencies in India i. e. Central Social Welfare Board, All India women's Conference, Indian Council of Child welfare, Indian Red Cross Society, Harijan Sewak Sangh, Bharatiya Adim-Jati Sevak Sangh, their composition, aims and objects and functions.

Books Recommended :—

- 1 G. P. Sinha, P. R. A. Sinha and K. K. Singh - —
समाजिक संस्थाएँ एवं समाज कल्याण
- 2 P. R. N. Sinha and Mrs. Indu Bala :—
श्रम एवं समाज अध्ययन
- 3 G. H. Madan, Indian Social Problems.
- 4 Govt. of India, Social Welfare in India.
- 5 C. B. Mamoria, Social Problems and Social organisations.
- 6 Govt. of India, Plans and Prospects of Social welfare in India.
- 7 Govt. of India, Encyclopaedia of Social work in India vol. I, II & III (relevant topics).
- 8 C. C. North—Social Problems and Social Planning

(6)

- 9 Prof. P. N. Singh—Some Economic and Managerial Problems of Public Enterprises.

(Pass Course)

B. A. Pass course, Papers I, II, III, carrying 100 marks each.

PAPER—I

Labour—Economics

- 1 Meaning, nature and scope of Labour Economics.
- 2 Labour market—meaning, nature and peculiarities.
- 3 India's population Birthrate and death rate, density-Factors governing the growth population Economic and social problems resulting from massive increase in population—Measures for controlling population growth.
- 4 Indian Labour force-nature and composition-distribution amongst different sectors of employment.
- 5 Division of labour-Meaning, Needs, Merits and Demerits.
- 6 Unemployment types-Causes-remedies-unemployment situation in India.
- 7 Theories of wages i. e. Subsistence Theory, Marginal Productivity Theory, Collective Theory Bargaining theory thesis limitations.
- 8 Wage differential based on skill occupation and sex, causes and economic justification, effects of narrowing.

(7)

- 9 Concepts of minimum wage, need-based minimum wages fair wage living wage, their possibilities in India.
- 10 Methods of wage fixation, question in regulating wages—governmental regulation of wages in India.
- 11 Productivity of Labour—factors influencing labour's productivity-Measures to increase labour's productivity.

Books recommended :—

- 1 R. R. Singh, Maheshwari & Singhal-labour Economics
- 2 M. C. Chaturvedi, Labour Economics and Labour.
- 3 T. N. Bhaguliwal, Economics of Labour & Social welfare.
- 4 S. C. Saxena-Labour Problem and Social Welfare.
- 5 Maurice and Dobb-wages.

SUBSIDIARY PAPERS

LABOUR & SOCIAL WELFARE

PAPER—I

LABOUR ECONOMICS

- 1 Meaning, nature and scope of Labour Economics.
- 2 Labour Market-meaning, nature and peculiarities.
- 3 Indian Labour Force-nature and composition, distribution among different sectors of employment.

- 4 Unemployment-type, causes, remedies, unemployment situation in India.
- 5 Theories of Wages i. e. subsistence theory, Marginal Productivity theory, Collective Bargaining theory-Modern theory-their limitations,
- 6 Concepts of minimum wages, need based minimum wages, fair wage, living wage-their possibilities in India.
- 7 Governmental Regulation of Wages-objectives and principles.
- 8 Productivity-factors influencing labour's productivity-measures to increase labour's productivity.
- 9 Trade Unions-meaning, origin and growth-types & structure-objectives and functions-methods.
- 10 Industrial Relations-Meaning and main aspect-industrial disputes-causes and methods of settling, Strikes-meaning causes, forms, effects.

Books Recommended :—

- 1 G. P. Sinha & P. R. N. Sinha, Industrial Relations and Labour Legislation.
- 2 P. R. N. Sinha & Mrs. Indu Bala.
- 3 G. P. Sinha, P. R. N. Sinha & K. P. Singh.
- 4 T. N. Ghaguliwal.
- 5 Chaturvedi & Chaturvedi.
- 6 S. C. Saxena, Labour Problems and Social Welfare.

Part II

PAPER—III

Trade Unionism and Labour Movement

- 1 Trade Unions—meaning-origin and growth-factors continuing the rate of growth of trade unionism.
- 2 Theories of labour movement i. e. Marxian Theory, Bobba Theory, Perlman's Theory, Gandhian Theory.
- 3 Objectives and functions of trade unions-role of trade unions in the modern society.
- 4 Methods of trade unions i. e. mutual insurance, collective bargaining, political action/legal enactment.
- 5 Structure and types of trade unions i. e. craft, industrial and general unions-local and national unions trade unions federations-structure of trade unions in India.
- 6 Government and administration of trade unions-Democracy vs. efficiency-compulsory unionism-government of trade unions in India.
- 7 History and main features of British trade union Movement-important events of different periods.
- 8 Relationship between British Trade Union Congress and Labour Party.

- 9 History and main features of Indian trade union movement-important events of different periods.
- 10 Trade union leadership and political affiliation in India-consequences of outside leadership-Central trade union federations and political parties-affiliated and non-affiliated unions.
- 11 Rivalry and factionalism in the Indian trade unions and their consequences-recognition of trade unions-criteria for determining the representative character of trade unions.
- 12 Indian Trade Unions Act, 1926-provisions relating to registration of trade unions and rights and liabilities of registered trade unions.

Books recommended :--

- 1 G. P. Saha and P. R. N. Sinha, Industrial Relations and Labour Legislation.
- 2 P. R. N. Sinha & Mrs. Indu dals :
श्रम एवं समाज कल्याण
- 3 S. C. Jha Indian Trade Union Movement.
- 4 V. B. Karnik, Indian Trade Unions—A Survey,
- 5 G. D. H. Cole, A History of British Trade Union Movement.
- 6 A. S. Mathur, Trade Union Movement in India.
- 7 D. L. Dankart, Contemporary Unionism.

- 8 V. V. Giri—Labour Problems in Indian Industry.
- 9 A. S. Mathur & J. S. Mathur—Indian Trade Union Movement.
- 10 A. S. Mathur—Trade Union Movement of India.
- 11 Prof. Laski—Trade Union in New Society.
- 12 Karnik—Indian Trade Unions—A Survey.

PAPER—IV

Industrial Relations and Collective Bargaining

- 1 Industrial relations—meaning, scope and main aspects elements of conflict and co-operation in the goals of labour and management.
- 2 Industrial disputes—types, causes and extent in India-methods of settling industrial disputes, e. g. collective bargaining, conciliation, compulsory arbitration and voluntary arbitration-conditions for industrial peace.
- 3 Strikes—forms-causes-effects on strikers, employers and society at large-right to strike-strike situation in India.
- 4 Industrial Disputes Act, 1947-provisions relating to prevention and settlement of industrial disputes, strikes and lock-outs.
- 5 Collective bargaining—meaning and scope-Theories of Collective Bargaining i. e. Marketing Theory, Managerial Theory and Governmental Theory.

- 6 Bargaining unit and bargaining agent-factors determining bargaining unit-problems relating to selection of bargaining agent.
- 7 Subject matter of collective agreements-changes during the course of time-legal enforceability of collective agreements.
- 8 Collective bargaining in India-growth and development-hurdles in the ways of collective bargaining in India.
- 9 Labour Management Co-operation-Variety degrees and forms-conditions for the success of Scheme of labour management co-operation.
- 10 Labour management Co-operation in India-growth and development-Joint Management Councils. Schemes of Workers, participation in Industry at shop floor and plant levels-Schemes of Workers participation in Management in Commercial and Service Organisations-handicaps in the way of labour-management co-operation schemes in India.
- 11 Code of Discipline and Code of Conduct-main provisions-implementation and related problems.
- 12 Indian Labour Conference and Standing Labour Committee-composition and functions.

Books Recommended :

- 1 G. P. Sinha and P. H. N. Sinha, Industrial Relations and Labour Legislation.
- 2 P. R. N. Sinha and Mrs. Indu Pata—
श्रम एवं समाज कल्याण

- 3 Mrs. Chamharlain; Collective Bargaining.
- 4 Mary Sur, Collection Bargaining in India.
- 5 Charles Myers, Industrial Relations in India.
- 6 Mahtras, Workers, Participation in Management.
- 7 I. L. U., Collective Bargaining.
- 8 R. S. Devar—Personnel Management and Industrial
- 9 Moore—Industrial Relations & Social Order.
- 10 K. N. Srivastava—Industrial Peace and Labour in India.

Ind Yr. PASS COURSE

PAPER—II

Social Institution and Social Welfare in India

- 1 Family—Importance and function-types-joint family system and factors disintegrating it-problems facing single families—family disorganisation.
- 2 Caste-nature and characteristics-theories regarding origin of caste-functions-caste and democracy-caste during modern times.
- 3 Social welfare-concept-changing approaches to social welfare,

- 4 Problem of poverty in Indian-extet and causes poverty line-measures to fight poverty-goveramental special measures.
- 5 Labour welfare-meaning and scope agencies various approaches.
- 6 Labour welfare measures in India-role of the Govt. of India, State Governments, employers and trade-unions.
- 7 Child welfare-problems facing various catagories of the children-Child welfare measures in India-Role of the government, Central Social welfare Board and National voluntary agencies.
- 8 Juvenile delinquency-meanning-causes-control of Juvenile delinquency-Juvenile dalinquency and social legislative.
- 9 Women Welfare-need for-measures adopted by the Govt. of India, Role of Central Social welfare Board National voluntary agcaeies in the field of women welfare.
- 10 Welfare of scheduled castes. scheduled tribes and other backward classes-problems facing them constitutional safeguards-measures adopted by the Govt. of India and Govt. of Bihar.

- 11 Important national social welfare agencies e. g. Central Social welfare board-All Indian Women's Conference, India Council of Child Welfare, Indian Red Cross Society, Ram Krishna Mission.

Books recommended :—

- 1 G. P. Sinha, P. R. N. Sinha, K. K. Singh
- 2 P. R. N. Sinha & Mrs. Indu Bala
- 3 G. R. Madan, Indian Social Problems.
- 4 C. B. Mamoria, Social Problems and Social Disorganisation.
- 5 Govt. of India, Social Welfare in India.
- 6 M. V. Moorthy, Principles of Labour Welfare.

(SUBSIDIARY)

PAPER—II SOCIAL WELFARE

- 1 Social Welfare—Meaning, scope and changing approaches.
- 2 Labour Welfare—Meaning, scope and labour welfare measures in India.
- 3 Child Welfare—Problems of children and child welfare in India—Augurated child Development Services in India.
- 4 Women Welfare—Problems, measures adopted by the Govt. of India for Women Welfare, Role of Central Social Welfare Board.

- 5 Welfare of Scheduled Castes and Scheduled Tribes and Backward classes—Problems facing them, constitutional safeguards and measures adopted by the Govt. of India and Govt. of Bihar.
- 6 Family—meaning, types, functions, problems of the Joint family system and modern trends.
- 7 Caste—meaning, origin, characteristics and functions, caste in modern times.
- 8 Juvenile Delinquency - meaning, causes, measures to control it.
- 9 Poverty—meaning, causes, types and measures to control it.
- 10 Beggary— meaning, causes, types, antibeggary laws.

Books Recommended :

- 1 P. R. N. Sinha & Mrs, Indu Bala.
- 2 G. P. Sinha, P. R. N. Sinha & K. K. Singh.
- 3 G. R. Madan, Industrial Problems.
- 4 C. B. Marmora : Social Problems and Social Disorganisation.
- 5 Govt. of India, Social Welfare in India.
- 6 M. V. Moorthy, Principles of Labour Welfare.

Labour & Social Welfare

IIIrd Year General & Hons. Course

PAPER—III

Trade Unions and Industrial Relations

- 1 Trade Unions—meaning origin and growth factors influencing their growth—present position.
- 2 Objectives and functions of trade unions—activities of trade unions—their role in the modern industrial society.
- 3 Types and structure of trade unions e. g. craft Industrial and general unions—local and national unions trade union federations—central federations of trade unions of India.
- 4 Trade union methods e. g. mutual insurance/welfare programme, legal enactment / political action and collective bargaining.
- 5 History of trade union movement in India from the beginning up-to-date salient features of the Indian trade union movement.
- 6 Trade union leadership—role of outsider—political involvement of Indian trade unions.
- 7 Problem of recognition of trade union—problems resulting from trade union rivalry and functionalism—criteria for determining the representative character of trade-union.
- 8 Industrial Relations—meaning and main aspect—ele-

ments of conflict in the goals of labour and management.

- 9 Industrial [disputes-causes-methods of settling e. g. collective bargaining, conciliation compulsory arbitration voluntary arbitration-their merits and demerits settlement of industrial disputes in India.
- 10 Strikes causes-forms-effects on workers, employees and society-legal restrictions on strikes in India.
- 11 Labour management co-operation various degrees and forms schemes of worker's participation in Management in India conditions for success.
- 12 Code of Discipline and code of conduct-provisions-problems of implementation.

Books Recommended :—

- 1 G. P. Sinha and P. R. N. Sinha, Industrial Relations & Labour Legislation.
- 2 P. R. N. Sinha & Mrs. Indu Bala.
- 3 S. C. Jha, Indian Trade Union Movement.
- 4 IIPM, Personnel Management in India.
- 5 A. S. Mathur, Trade Union Movement in India.
- 6 Charles Myers, Industrial Relation in India.

PAPER—V

Personnel Management

Meaning and scope of Personnel Management-growth of personnel Management in India-outline of Personnel activities.

- 2 Organisation for Personnel Management-Line and staff agencies-place of personnel Department functions of personnel officers.
- 3 Job analysis—meaning, procedure and utilities—Job description, Job specification and Job classification.
- 4 Recruitment and selection—sources of manpower—role of employment exchange—steps in selection—tests and interviews in selection.
- 5 Training—need for—types—methods of training.
- 6 Promotion—bases for promotion—merits and demerits of Seniority in promotion—combining seniority and merit in one arrangement.
- 7 Industrial Employment Standing Orders—Importance provisions of Industrial Employment Standing Orders Act, 1946.
- 8 Discipline in industry—root causes of indiscipline in industry—acts and omissions constituting misconduct procedure for disciplinary action i. s. charge, sheet domestic inquiry—etc, punishments.
- 9 Grievances meaning—Nature and types—redressal importance of grievance procedure Model Grievance procedure—legal measures pertaining to establishment of grievance procedure.
- 10 Communication—importance—channels of communication—various communication media and devices used in industry.

- 11 Methods of wage payment i. e. time rate and piece-rate—their merits and demerits.
- 12 Job evaluation—various methods i.e. Ranking System, Job Classification System, Point System and Factor Comparison Method—their limitations.

Books Recommended :—

- 1 R. S. Davar, Personnel Management & Industrial Relations in India.
- 2 IIPM, Personnel Management in India.
- 3 C. B. Memoria, Personnel Management.
- 4 जनेरिया, दशोरा, मामोरिया, ... प्रबन्ध एवं औद्योगिक प्रबन्ध
- 5 डी० पी० एन सिंह
- 6 J. A. Putti, Personnel.
- 7 Dali Yadev—Personnel Management and industrial Relations.
- 8 Trade and Metcalf personnel Management.

PAPER—IV

LABOUR LEGISLATION AND LABOUR ADMINISTRATION

- 1 Growth and development of modern labour legislation Principles and objectives of labour legislation—labour and Indian Constitution.
- 2 I. L. O.—Constitution—functions—international standards of labour and influence on Indian labour legislation.

- 3 Factories Act, 1948—scope—provisions relating to health, welfare, hours of work, employment of women and young persons—annual leave with wages.
- 4 Mines Act, 1952—scope—provisions relation to health, welfare, hours of work, employment of women and young persons.
- 5 Payment of Gratuity Act, 1972—main provisions.
- 6 Payment of wages Act, 1936—need for—Scope—provisions, relating to wages period, money of making payment—authorised deductions.
- 7 Minimum Wage Act, 1948—scope—procedure for fixing and revising wages—committee and Advisory Boards problems of implementation with special reference in Bihar.
- 8 Employment of Children Act, 1938—main provisions.
- 9 Equal Remuneration Act, 1976, main provisions.
- 10 Apprenticeship Act, 1961—main provisions.
- 11 Labour Administration of the Government of India.
- 12 Labour Administration of the Government of Bihar.

Books recommended :—

- 1 G. P. Sinha & P. R. N. Sinha, Industrial Relations & Labour Legislation.
- 2 P.R.N. Sinha & Mrs. Indu Bala. श्रम एवं समाज कल्याण
- 3 Govt. of India, Indian Labour Year Book (Latest issue).

- 4 B. K. Kumavat.
- 5 B. S. Mathur and D. R. Kumbhat—Labour Legislation.
- 6 S. N. Bose—Indian Labour Code.
- 7 Govt. of India, Report of the National Commission Labour.

Paper—VII Part—III Hons.

Social Security and Social Welfare

- 1 Social Security — Meaning and characteristics- Social Insurance and Social Assistance growth and development of social security with special reference to India.
- 2 Workmen's compensation in India need for—conditions for payment of compensation for disability resulting from accidents and occupational diseases —amount of compensation-claims
- 3 Maternity benefit and Maternity Benefit Act, 1961 —Scope-eligibility conditions - benefits-administration.
- 4 Employees' State insurance Scheme—Contributions, benefits and eligibility conditions administration.
- 5 Employees' Provident Fund Scheme and coal Mines Provident Fund Scheme.
- 6 Public Social Security Scheme of the Government

- of Bihar e. g. social security pension, unemployment coll Group Insurance schemes
- 7 Labour Welfare meaning and scope—various approaches agencies for labour welfare role of the government, employer and trade unions.
 - 8 Labour Welfare measures of the Govt. of India for (a) Labour welfare funds in Coal and mica mines. (b) Housing schemes, (c) Workers education.
 - 9 Labour Welfare contributions of the employers and trade unions in India.
 - 10 Problems facing agricultural labourers e. g. poverty seasonal unemployment and underemployment importance, unsatisfactory working and living conditions, pattern of employment relationships in agriculture in India, unionisation amongst agricultural workers.
 - 11 Special governmental measures to protect the interests of agricultural labourers e. g. legal minimum wages and their implementations and special employment and training programmes rural Housing schemes—adult literacy—family welfare.
 - 12 Bonded labour meaning-types-abolition Bonded labour-programmes of rehabilitation of bonded labour.

Books recommended :

- 1 P. R. N. Sinha & Mrs. Manju Bala—ग्राम एवं समाज कल्याण

- 2 K. N. Vaid, Labour Welfare in India.
- 3 M. V. Moorthy, Principles of Labour Welfare.
- 4 G. P. Sinha & P. R. N. Sinha, Industrial Relations and Labour Legislation.
- 5 S. N. Mehrotra, Labour Problems in India.
- 6 J. N. Mongia (d) Readings in Labour & Social Welfare.
- 7 Government of India, Report of the National Commission Labour.

PAPER—VIII

FIELD WORK AND VIVA VOCE

50 marks.

(A) Field Work

A student must have at least one month's field work (Local level) experience before the degree is awarded, during this period, he will investigate into the conditions of work of workers in industry, agriculture, shops and establishments and other organisations, women workers, socio-economic conditions of self-employee persons, working of social welfare agencies, under the guidance and supervision of their teachers. After the field work is over, a brief written report will be submitted for evalua-

ting the candidates' work during this period. This report will carry 50 marks.

(B) Viva-Voce 50 marks.

The oral examination carrying 50 mark will be held after a student has complied with all the above requirements of the course. While the examination will cover all the papers in the Honours course, special emphasis will be paid on the subject of field-work the students has over taken.

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