



UNIVERSITY OF MYSORE

(Re- accredited by NAAC with 3.47 CGPA of 4.0 Scale)

('Overall Ranking 54<sup>th</sup> and University Ranking 33<sup>rd</sup> in NIRF Ranking -2022')

DEPARTMENT OF STUDIES IN PUBLIC ADMINISTRATION

MANASAGANGOTRI, MYSORE-570 006, INDIA

Email: [chairmanpublicadm@uni-mysore.ac.in](mailto:chairmanpublicadm@uni-mysore.ac.in)

Office Phone No.0821-2419687

NO.PGPUB-AD/226/2022-23

Date:

ಗೆ,

ಉಪಕುಲಸಚಿವರು  
ಸಿಂಡಿಕೇಟ್ ವಿಭಾಗ,  
ಮೈಸೂರು ವಿಶ್ವವಿದ್ಯಾನಿಲಯ  
ಮೈಸೂರು

ಮಾನ್ಯರೆ,

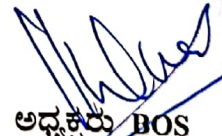
ವಿಷಯ: ಸಾರ್ವಜನಿಕ ಆಡಳಿತ ಅಧ್ಯಯನ ಮಂಡಳಿಯ ನಡವಳಿಯನ್ನು  
ಕಳುಹಿಸುತ್ತಿರುವ ಬಗ್ಗೆ.

ಉಲ್ಲೇಖ ಮೈ. ವಿ.ವಿ. ಸಂಖ್ಯೆ: ಯುಎ2/379/2013-14 ದಿನಾಂಕ 24.01.2023

ಮೇಲ್ಕಂಡ ವಿಷಯ ಹಾಗೂ ಉಲ್ಲೇಖಕ್ಕೆ ಸಂಬಂಧಿಸಿದಂತೆ, ದಿನಾಂಕ 15 ಮತ್ತು 16ನೇ 2023ರ  
ಪೂರ್ವಾಹ್ನ 11.00 ಗಂಟೆಗೆ ನಡೆದ ಸಾರ್ವಜನಿಕ ಆಡಳಿತ ಅಧ್ಯಯನ ಮಂಡಳಿಯ ನಡವಳಿಯನ್ನು  
Hard copy ಮತ್ತು Soft Copy ಈ ಎರಡೂ ನಮೂನೆಯಲ್ಲಿ ಈ ಪತ್ರದ ಜೊತೆ ಲಗತ್ತಿಸಿ ತಮ್ಮ  
ಮುಂದಿನ ಸೂಕ್ತ ಕ್ರಮಕ್ಕಾಗಿ ಸಲ್ಲಿಸುತ್ತಿದ್ದೇವೆ.

ವಂದನೆಗಳೊಡನೆ,

ತಮ್ಮ ವಿಶ್ವಾಸಿ,



ಅಧ್ಯಕ್ಷರು BOS

✓ ಪ್ರತಿ: ಕುಲಸಚಿವರು, ಮೈಸೂರು ವಿಶ್ವವಿದ್ಯಾನಿಲಯ, ಮೈಸೂರು.

Chairman  
Board of Studies  
DOS In Public Administration  
University of Mysore



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Office Phone No.0821-2419687

NO.PGPUB-AD/ /2022-23


Date:16/02/2022

PROCEEDING OF BOS MEETING IN PUBLIC ADMINISTRATION  
DATED 15<sup>TH</sup> & 16<sup>TH</sup> OF FEBRUARY 2023

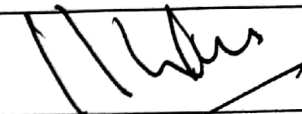
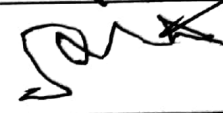
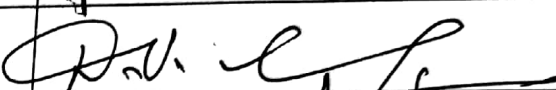
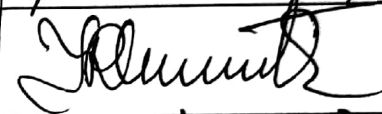
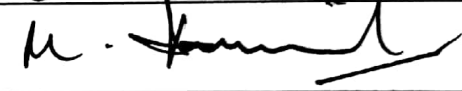
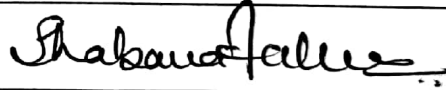
BOS meeting held in the Department of Studies in Public Administration on 15<sup>th</sup> and 16<sup>th</sup> February 2023 resolved the following

1. It resolved to modify syllabus for PG Program in Public Administration to be introduced with effect from the academic year 2023-2024.
2. It resolved to give up some existing papers.  
List is enclosed in annexure (a)
3. It resolve to retain the following papers with modifications.  
List is enclosed in annexure (b)
4. It resolved to introduce the following New Papers.  
List is enclosed in annexure (c)
5. It resolved to recommend to University to introduce internship for 3<sup>rd</sup> semester students of public administration for 4 credits.
6. It also resolved to request University to give new Question Paper Code.
7. It also resolved to request University to accord administrative sanction for starting a PG degree for two years duration and PG Diploma for one year duration in Public Policy and Governance along with the Existing PG Program in Public Administration. And resolved to request University to give administrative approval to conduct workshop and financial assistant this purposes

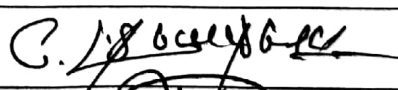
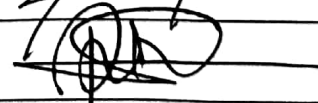
There was no matter under the permission of the Chair .

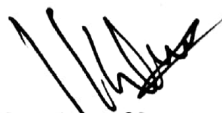
  
Chairman  
Board of Studies  
DOS in Public Administration  
University of Mysore


**Members:-**

Sl.No	Name	Signature
1	Prof.Muzaffar H. Assadi (Chairman)	
2	Prof. Krishna Hombal	
3	Prof.D.V.Gopalappa	
4	Prof. Maruti T.R	
5	Dr.M.Daniel	
6	Dr.S.Y Surendra Kumar	Absent
7	Dr. Shreedhar Barki	Absent
8	Dr. Kiran M	Absent
9	Dr. Shabana Farheen	

**Special Invitees**

Sl.No	Name	Signature
1	Dr. Somashekhar C. L	
2	Praveen Kumar Melalli	

  
(Prof. Muzaffar H Assadi)  
Chairman (BOS)UG&PG

  
**Chairman**  
Board of Studies  
DOS in Public Administration  
University of Mysore

### **Annexure (a)**

- 1. Human Resource Development and Management.**
- 2. Planning and Development.**
- 3. Karnataka Government and Politics.**
- 4. Politics and Political Process in India.**
- 5. Panchayath Raj Institutions in India.**
- 6. Urban Governance in India.**

### **Annexure (b)**

- 1. Public administration**
- 2. Administrative thought**
- 3. Indian administration**
- 4. Social welfare administration**
- 5. Development politics and administration(OE)**
- 6. Comparative public administration**
- 7. Development administration**
- 8. Public personnel administration**
- 9. Financial administration in india**
- 10. Panchayat raj institutions in india (OE)**
- 11. Theories of bureaucracy**
- 12. New public management**
- 13. Disaster management**
- 14. Indian administrative system(OE)**
- 15. Research methodology and computer applications**
- 16. Globalization and public administration**
- 17. Minor project**
- 18. Good governance**
- 19. Issues in Indian administration**
- 20. Public policy (OE)**

### **Annexure (c)**

- 1. Public Policy Analysis.**
- 2. Public Policy concepts and models.**
- 3. Health Administration in India.**
- 4. Environment Administration in India.**
- 5. Decentralization Governance.**
- 6. Globalization and Global Governance.**
- 7. Police Administration in India.**

**University of Mysore**  
**Department of Studies in Public Administration**  
**Manasagangotri, Mysuru.**

**Choice Based Credit System of Syllabus for the course of**

**MA (PUBLIC ADMINISTRATION)**

**2023-2024 and Onwards**



# CONTENT PAGE

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1.	Format of the CBCS Course Content of Discipline of M.A. Public Administration	<b>1-5</b>
2.	Syllabus of Semester I	<b>6-12</b>
3.	Syllabus of Semester II	<b>13-19</b>
4.	Syllabus of Semester III	<b>20-26</b>
5.	Syllabus of Semester Inculcating Values	<b>27-33</b>

I. Papers offered in 1<sup>st</sup> and 3<sup>rd</sup> Semesters of the Academic Year 2023-2024 onwards:

### Semester I

Sl. No.	Title of the Course	HC/SC/OE/	L	T	P	Total Credits
1	PUBLIC ADMINISTRATION	HC	3	1	0	04
2	ADMINISTRATIVE THINKERS	HC	3	1	0	04
3	PUBLIC PERSONNEL ADMINISTRATION (INDIA, UK, AND USA)	HC	3	1	0	04
4	DEVELOPMENT ADMINISTRATION	SC	3	1	0	04
5	ENVIRONMENTAL ADMINISTRATION IN INDIA	SC	3	1	0	04
6	SOCIAL WELFARE ADMINISTRATION	SC	3	1	0	04

**Total Credits 20**

### Semester III

Sl. No.	Title Of the Course	HC/SC/OE	L	T	P	Total Credits
1	RESEARCH METHODOLOGY	HC	3	1	0	04
2	FINANCIAL ADMINISTRATION IN INDIA	HC	3	1	0	04
3	INTERNSHIP	HC	3	1	0	04
4	DECENTRALIZED GOVERNANCE IN INDIA	SC	3	1	0	04
5	ISSUES IN INDIAN ADMINISTRATION	SC	3	1	0	04
7	GLOBALIZATION AND PUBLIC ADMINISTRATION	OE	3	1	0	04

**Total Credits 20**

II. Papers offered in 2<sup>nd</sup> and 4<sup>th</sup> Semesters of the Academic Year 2023-2024 onwards:

### Semester II

Sl. No.	Title of the Course	HC/SC/OE	L	T	P	Total Credits
1	PUBLIC POLICY CONCEPTS AND MODELS	HC	3	1	0	04
2	INDIA ADMINISTRATION	HC	3	1	0	04
3	POLICE ADMINISTRATION IN INDIA	HC	3	1	0	04
4	NEW PUBLIC MANAGEMENT	SC	3	1	0	04
5	HEALTH ADMINISTRATION IN INDIA	SC	3	1	0	04
7	INDIAN ADMINISTRATIVE SYSTEM	OE	3	1	0	04

**Total Credits 20**

### Semester: IV

Sl. No.	Title of the Course	HC/SC/OE	L	T	P	Total Credits
1	COMPARATIVE PUBLIC ADMINISTRATION	HC	3	1	0	04
2	GLOBALIZATION AND GLOBAL GOVERNANCE	HC	3	1	0	04
3	MINOR PROJECT	HC	3	1	0	04
4	GOOD GOVERNANCE	SC	3	1	0	04
5	DISASTER MANAGEMENT	SC	3	1	0	04
6	PUBLIC POLICY	OE	3	1	0	04

**Total Credits 20**

Abbreviations:

HC – Hardcore

SC – Softcore

OE – Open Elective



Credit Pattern for HC, SC and OE papers:

Hard Core papers	48 Credits
Soft Core Papers	20 Credits
Open Elective Papers	12 Credits
	Total 80 Credits

- There is no Open Elective Paper for first Semester
- Students must complete minimum two Open Elective Papers from other Department of center of the University during their course.
- Students must select any two Softcore papers among three Softcore papers in Semester I.
- Students must select any one Softcore paper among two Softcore papers in Semester II, Semester III, and Semester IV.

Prof. Muzaffar Assadi  
Professor & Chairman [BOS]

# **FIRST SEMESTER**

**First Semester: Paper 1, HC, 4 Credits****PUBLIC ADMINISTRATION**

- Unit 1:** Introduction: Concept, Nature, Scope and Significance of Public Administration. Evolution of Public Administration as an academic discipline. Public and Private Administration.
- Unit 2:** Approaches to the study of Public Administration: Historical, Institutional, Legal, Philosophical, Behavioural, Systems, Structural-Functional, Public Choice, Ecological and Cybernetics.
- Unit 3:** Organization: Concept, nature, scope, and significance. Principles of Organization – Hierarchy, Unity of Command, Span of Control, Authority, Responsibility, Delegation, Coordination, Supervision, Centralization and Decentralization, Types of organizations – formal, informal, and functional. Agencies – Line, Staff and Auxiliary.
- Unit 4:** New Public Administration: Concept, goals, and significance. Minnowbrook Conferences – 1968, 1988, 2008 and 2018. Washington Conference. Criticism.

**Books for Reading/Reference**

1. Joseph L. Massie, Essentials of Management, Prentice Hall of India, New Delhi, 1987.
2. Mohit Bhattacharya, New Horizons of Public Administration, Jawahar Publishers, New Delhi, 2001.
3. Mohit Bhattacharya, Public Administration, World Press, Calcutta, 1981.
4. Rumki Basu, Public Administration – Concepts And Themes, Sterling Publishers, New Delhi, 2000.
5. Sharma and Sadana, Public Administration In Theory and Practice, Kitab Mahal, Allahabad, 2000.
6. Nicholas Henry. Public Administration & Public Affairs. Routledge. 2019
7. Rumki Basu. Public Administration in the 21st Century A Global South Perspective. Bio-Green Books. 2019
8. Angela María Espinosa Salazar, Angela Espinosa. Cybernetics and Public Administration. Emerald Group Publishing, 2006.
9. Soren Brier, Dirk Baecker and Ole Thyssen (Ed.). Cybernetics & Human Knowing. Volume 14, 2008. Imprint Academy.

**First Semester: Paper 2, HC 4 Credits****ADMINISTRATIVE THINKERS**

**Unit 1:** Administrative Thinkers of Classical School: Kautilya. Woodrow Wilson. Frederick Taylor, Henry Fayol, Lyndall Urwick, Luther Gulick, James Mooney and Alan Reiley.

**Unit 2:** Administrative Thinkers of Dynamic Administration: Mary Parker Follet and Chester Barnard.

**Unit 3:** Administrative Thinkers of Bureaucracy and Human Relation School: Max Weber and Elton Mayo.

**Unit 4:** Administrative Thinkers of Behavioural School: Chris Argyris, Douglas McGregor, Rensis Likert, Herbert Simon, Abraham Maslow and Frederick Herzberg.

**Books for Reading/Reference**

1. D. Ravindra Prasad, Y. Pardhasaradhi, V. S. Prasad and P. Satyrnarayana. Administrative Thinkers. Sterling Publisher PVT. LTD. 2011.
2. R.K. Sapru, Administrative Theories and Management Thought, Prentice Hall of India, New Delhi, 2006.
3. D. Ravindra Prasad, V.S. Prasad, P. Satyanarayana Ed, Administrative Thinkers, Sterling Publishers, New Delhi, 1998.
4. S.R. Maheswari, Administrative Thinkers, Macmillan, New Delhi, 2000.
5. Shumsunnisa Ali, Eminent Administrative Thinkers, Associated Publishing House, New Delhi, 1998.
6. Koontz and Heinz Weilrich, Essentials of Management, McGraw-Hill, Singapore, 1990
7. Dayanada Mane and Chandrakanth Devappa. Issues in Indian administration, A.K Publisher New Delhi - 2014

**First Semester: Paper 3, HC, 4 Credits****PUBLIC PERSONNEL ADMINISTRATION  
(INDIA, UK, and USA)**

- Unit 1:** Introduction to Public Personnel Administration: Concept, nature, scope, significance and evolution.
- Unit 2:** Civil Services: Concept, nature, functions, significance and Rank and Position classification.
- Unit 3:** Process in Public Personnel Administration: Recruitment, Training, Promotion, Performance Appraisal, Salary and Service Conditions, Discipline, Morale and Retirement.
- Unit 4:** Employer – Employee relations: Employees associations and unions, problem of political affiliation, rights of employees, code of conduct and grievance redressal mechanism.

**Books for Reading/Reference**

1. O.G. Stahl, Public Personnel Administration, Oxford University Press, New Delhi, 1971.
2. L.D. White, Introduction To The Study of Public Administration, Eurasia Publishing House, New Delhi, 1982.
3. S.N. Sadasivan, Productivity and Efficiency In Administration, Phoenix Publishing House, New Delhi, 2002.
4. C. David, Politics in Indian Administration From ICS to IAS, Oxford University Press, 1996.
5. Hoshir Singh and D.P. Singh Ed, Indian Administration, Alekh Publishers, Jaipur, 1990.
6. Sushant Kumar kar. Public Personal Administration. Kunal Books. 2018.
7. Dr Kapil Dev Singh. Personnel and Public Administration Concept and Issues. DPS Publishing House. 2020.
8. Monappa Arun and Mirza Saiyadain. Personnel Management. McGraw Hill. Education Europe. 2001.
9. The Civil Services in India (OISI): Oxford India Short Introductions. Oxford University Press. 2013.

**First Semester: Paper 4, SC 4 Credits****DEVELOPMENT ADMINISTRATION**

- Unit 1:** Introduction to Development Administration: Concept, nature, scope, significance and evolution. Distinction Between Traditional Public Administration and Development Administration. Approaches - Area, Target-Group and People Centric
- Unit 2:** Development Politics: Concept, nature, scope, and significance of development politics. Relationship between development politics and development administration.
- Unit 3:** Democratization of Development Administration: Role of Constitution, People, Elected Representatives and Civil Society Organizations.
- Unit 4:** Recent Trends in Development Administration - Changing profile of Development Administration, Anti-development thesis, and supremacy of state versus market debate

**Books for Reading/Reference**

1. Tornquist Olle, Politics and Development: A Critical Introduction, Sage Publications, London, 1999.
2. Randall Vicky and Robin Theobald, Political Change And Under Development: A Critical Introduction To Third World Politics, Macmillan Press, London, 1985.
3. Sachs Ignacy, Understanding Development: People, Markets and The State In Mixed Economics, Oxford, New Delhi, 1999.
4. Rajni Kothari, The Crisis Of Modern State And The Decline of Democracy In India, Oxford New Delhi, 2001.
5. Nirja Gopal Ed, Democracy and Development In India: Oxford, New Delhi, 2001.
6. Toni Hagen. Decentralization and Development: The Role of Democratic Principles. Ratna Pustak Bhandar, Nepal. 2012.
7. M S Parmar and Mary Parmar. Issues in Development Administration. Reliance Publishing House. 2000.
8. Jitendra Wasnik and Shyam Shirsath. Development Administration: Dynamics and Challenges. 2019.

**First Semester: Paper 5, SC, 4 Credits****ENVIRONMENTAL ADMINISTRATION IN INDIA**

- Unit I:** Introduction to Environmental Administration in India: Concept, nature, scope and significance, and evolution.
- Unit II:** Constitutional and legal provisions for environmental Administration in India: Constitution and environment. The environmental protection act, Wildlife Act, Biological Diversity Act, Forest Conservation Act, the water (prevention and control of pollution act) and the air (prevention and control of pollution act)
- Unit III:** Organizations for Environmental Administration in India: Union Ministry of Environment, Forest, and Climate Change. Pollution Control Board, National Wasteland Development Board, and Indian Board for Wildlife. National Green Tribunal- structure, power, and functions.
- Unit IV:** Major Issues in Environmental Administration in India: Development Versus Sustainable Development. Pollutions – Air, water, soil and space. Waste Management. India's position on global environmental issues.

**Books for Reading/Reference**

1. Prakash Chand Kandpal. Environmental Governance in India: Issues and Challenges. SAGE Publications Pvt. Ltd. New Delhi. 2018.
2. Abha Vashistha and Surabhi Johari. Contemporary Environmental Issues and Challenges. Bloomsbury Prime. 2020.
3. Hoshiar Singh (ed.): Environment Policy and Administration, Jaipur, Printwell Publishers, 1992.
4. Shyam Divan & Annin Rosenerang: Environmental Law and Policy in India, Oxford University Press, New Delhi, 2001.
5. Shekhar Singh (ed.): Environmental Policy in India, New Delhi, IIPA 1984.
6. Bava, N. (2004). Environmental Policy and Administration in India: Role of Government, Parliament and Supreme Court. Indian Journal of Public Administration, 50(1), 72–91.
7. India, NCEP: Draft Report of the State of the Environment, Delhi, December 1981.
8. O.P.Dwivedi, India: Pollution Control Policy and Programmes, International Review of Administrative Sciences, vol. XLIII, Nos. 2, 1977.
9. S.C. Bhatia (ed.): Papers in Environmental Education, Indian University Association for Continuing Education, 1981.
10. A.K. Sharma and A. Sharma (ed.): Impact of the Development of Science and Technology on Environment, Indian Science Congress Association, 1981.
11. UNESCO: "Environmental Education in Asia and the Pacific" Bulletin of the UNESCO Regional Office for Education in Asia and the Pacific 1981.
12. H.N.Tiwari: Environmental Law, Allahabad Law Agency, Faridabad, 2001.
13. V.N. Srivastava & B.P. Rai, Environment and Ecology, Vasundra Publications, Gurakhpur, 1998
14. Report of the Committee for Recommending Legislative Measures and Administrative Machinery for Ensuring Environmental Protection, Department of Science and Technology, 1980.



**First Semester: Paper 6, SC 4 Credits****SOCIAL WELFARE ADMINISTRATION**

**Unit 1:** Introduction to Social Welfare Administration: Concept, nature, scope, significance and evolution of Social Welfare Administration. Relationship between Social Justice and Social Welfare Administration.

**Unit 2:** Role of union government in social welfare administration with reference to structure, functions, and contribution: Ministry of Social Justice and Empowerment, Ministry of Health and Family Welfare, Ministry of Women and Child Development, Ministry of Labour and Employment, and Ministry of Tribal Affairs.

**Unit 3:** Major Policies and Programmes for Social Welfare Administration in India: Constitutional provisions. Social legislations with special reference to SCs, STs, OBCs, Women and Children, Person with disability, senior citizens, minorities and transgenders

**Unit 4:** Role of International Agencies in Social Welfare Administration: United Nations and its specialized agencies – UNICEF, United Nation Commission on Women, World Health Organization, and International Labour Organization.

**Books for Reading/Reference**

1. S.L. Goel and R.H. Jain, Social welfare administration, Vol. I, Theory and Practice, Deep and Deep, New Delhi, 1998.
2. S.L. Goel and R.H. Jain, Social welfare administration, Vol. 2, Organization and Working, Deep and Deep, New Delhi, 1998.
3. The Central Social Welfare Board – A new Experiment in Welfare Administration, IIPA, New Delhi, 1961.
4. Reid E.W., Social Welfare Administration, Columbia University Press, New York, n.d.
5. Government of India, Study of Working of Voluntary Agencies in Social Welfare, Planning Commission, New Delhi, 1978.
6. Paul D Chowdhry. Social Welfare Administration. 1992. Atma Ram & Sons Publishers. 1992.
7. Keshao Patil. Social Welfare Administration And Development. 2010.
8. D.R. Sachdeva. Social Welfare Administration in India. Kitab Mahal. 2018.
9. Sanjay Roy. Social Welfare Administration. Discovery Publishing House. 2013.
10. S.L.Goel. Social Welfare Administration (Set of 2 Volumes). 2010. Deep & Deep Publications

## **SECOND SEMESTER**

**Second Semester: Paper 1, HC 4 Credits****PUBLIC POLICY CONCEPTS AND MODELS**

**Unit 1:** Introduction to Public Policy Concepts and Models: Concept, characteristics, and significance Public Policy Models.

**Unit 2:** Classical Models: Rational Model, Bounded Rationality Model, Incremental Model, Mixed Scanning Model, Institutional Model, Group Model and Elite Theory.

**Unit 3:** Modern Model: System Model, Neo-Institutionalist Model, and Optimal-Normative Model.

**Unit 4:** Recent Model: Public Choice Model, Game Model and Punctuated Equilibrium Model and Social Policy Realism.

**Books for Reading/References**

1. E. Lindblom Charles: The Policy Making Process, Englewood Cliffs, NJ Prentice Hall
2. Incorporation 1968.
3. Paul H. Appleby: Policy and Administration, The University of Albara Press 1940.
4. Larry N Gerston: Making Public Policy, Glenview, III Scott, Forsman (1983), USA.
5. O. Pardeep Sahni: Public Policy, Conceptual Dimension, Allahabad: Kitab Mahal, 1987.
6. James F. Anderson: Public Policy Making, New York: Preager, 1979.
7. Anderson J.E., (2006) Public Policy-Making: An Introduction, Boston, Houghton
8. Ashford, Doug (ed.), (1992), History and Context in Comparative Public Policy, Ithaca, NY: University of Pittsburgh Press.
9. Bardach, Eugene (1977), The Implementation Game: What Happens After a Bill Becomes a Law, Cambridge, MA: MIT
10. Barker, Anthony, and B. Guy Peters (eds.), (1993), The Politics of Expert Advice: Creating, Using, and Manipulating Scientific Knowledge for Public Policy, Ithaca, NY: University of Pittsburgh Press.
11. Goktug Morcol. Handbook of Decision Making. Routledge. 2006
12. Barzelay, Michael (1992), Breaking Through Bureaucracy: A New Vision for Managing in Government, UCP, Berkeley, CA
13. Bergerson, Peter J. (ed.), (1991), Teaching Public Policy: Theory, Research and Practice, Westport, RI: Greenwood Press
14. Birkland Thomas A., (2005), An Introduction to The Policy Process: Theories, Concepts, And Models of Public Policy Making, Armonk; M.E. Sharpe
15. Dror. Y, (1989), Public Policy making Re-examined, 2nd ed., San Francisco, Chandler.
16. Dye Thomas (2008), Understanding Public Policy, Singapore, Pearson Education
17. Fischer, Frank, (1995), Evaluating Public Policy Chicago: Nelson Hall.
18. Hill Michael, (2005), The Public Policy Process, Harlow, UK; Pearson Education, 5th Edition.

**Second Semester: Paper 2, HC 4 Credits****INDIAN ADMINISTRATION**

**Unit 1:** Evolution of Indian Administration: Ancient, Medieval, Colonial and Post-Colonial.

**Unit 2:** Constitutional framework for India Administration: Value Premises, Salient features, Constitutionalism, Political and Administrative Culture, Bureaucracy and Development.

**Unit 3:** Accountability and Control over India administration: Legislative, Executive, Judicial and Popular.

**Unit 4:** Structure and Problems of Indian Administration – Ministries, Departments, Public Corporations, Public Companies; Boards and Commissions; Ad-hoc, and advisory bodies; Headquarters and Field relationships and Regulatory Authorities. Problems – Autonomy, Accountability and Impact of Liberalization, Privatization and Globalization.

**Books for Reading/Reference**

1. Mohit Bhattacharya, Indian Administration, World Press, Calcutta, 2000.
2. S.R. Maheswari, Indian Administration, Orient Longman, New Delhi, 2008.
3. Ramesh K. Arora Ed, The Indian Administrative System, Associated Publishers, New Delhi, 1978.
4. B.L. Fadia and Kuldeep Fadia, Indian Administration, Sahitya Bhawan Publications, Agra, 2009.
5. A. Arasthi and A.P. Arasthi, Indian Administration, Lakshmi Narain Agarwal, Agra, 1994.
6. Praveenkumar Mellalli. The Constitution of India, Professional Ethics and Human Rights, October 2015, by Sage Text, SAGE India Publications Pvt Ltd, New Delhi.
7. Usha Mehtha and Usha Thakkar.. Koutilya and his Arthashastra - S Chand, New Delhi 1980.
8. Dayanada Mane and Chandrakanth Devappa. Issues in Indian administration, A.K Publisher New Delhi - 2014
9. M. Laxmikant. Public Administration: UPSC, Civil Services Exam, UCG Net, State Administrative Exams. Tata McGraw Hill. 2022.
10. Anupama Puri Mahajan. Public Administration: For Civil Services Main Examination. Pearson Education. 2018.

**Second Semester: Paper 3, HC 4 Credits****POLICE ADMINISTRATION IN INDIA**

**Unit I:** Introduction to Police Administration in India: Concept, nature, scope and significance. Evolution of Police Administration – ancient, medieval, colonial, and post-colonial. Sir Robert Peel’s Principles of Policing.

**Unit II:** Constitutional framework for Police Administration in India: Constitution and Policing. Concept of Law and Policing. Relationship between police forces and ideals of the India Constitution – Democracy, Secularism, Liberty, Equality and Justice.

**Unit III:** Organization of police administration in India: Structure and functions of Union Ministry of Home and Department of Home in States. Central Police Organizations – CBI, IB, NIA, CISF, CRPF and NSG. State Police Organizations - Civil, Traffic, Reserve, Intelligence, CID, and Home Guard.

**Unit IV:** Major Issues of Police Administration in India: Police-Public Relationship, Political interference, corruption, Moral Policing. Police Morality and consciousness. Human Rights.

**Books for Reading/Reference**

1. K.K.Mishra. Police Administration in Ancient India. Mittal Publications. 1987.
2. Praveenkumar Mellalli. Police Ethics in India: Theories, Concepts, and Issues. Ekaksh Publication. Hyderabad. 2022.
3. Anupam Sharma and Anupam Manhas. Police Administration in India: The Legal Developments. Regal Publications. 2015.
4. Larry K. Gaines. Police Administration. Delmar Cengage Learning. 2011.
5. Shanker Sen. Indian Police Today, New Delhi, Ashish Publishing House, 1994.
6. K.M.Mathur. Internal Security Challengers and Police in a Developing Society, RBSA, Jaipur, 1989.
7. Charles D.Hale. Fundamentals of Police Administration, Boston, Helbrook Press, 1977.
8. S.C.Mishra. Police Administration in India, 1970,
9. D.H.Bayley. The Police and Political Development in India (Latest Edition).
10. O.W.Wilson and Roy Clinton McLaran. Police Administration (Latest Edition).
11. K.M.Mathur. Problems of Police in a Democratic Society, RBSA Publishers, Jaipur, 1987.
12. N.S.Saksena. Law and Order in India, Abhinav Publications.
13. P.D.Sharma. Indian Police - A Development Approach (Latest Edition)
14. M.S. Parmar. Problems of Police Administration. Reliance Publishing House.1996
15. Nazia Khan. Police Administration in India: A Glimpse Of Police Stations And Women In Mewat District Of Haryana. Vidya Kutir Publications. 2021.

**Second Semester: Paper 4, SC 4 Credits****NEW PUBLIC MANAGEMENT**

- Unit 1:** Introduction to New Public Management: Concept, nature, scope, significance and Evolution. Traditional Public Administration and New Public Management – Similarities and differences. Key Concerns of New Public Management.
- Unit 2:** Post Weber/Post Wilson Conception of Public Administration: Changes in advanced countries and the CAPAM Conference.
- Unit 3:** Components and Emerging Trends of New Public Management: Theoretical Bases – Public Choice and Neo Taylorism. Emerging Trends – Discipline in use of resources and management practices.
- Unit 4:** Implementation of New Public Management: Experiences of UK, USA, New Zealand, Canada, Malaysia.

**Books for Reading/Reference**

1. R.K. Sapru, Administrative Theories And Management Thought, Prentice Hall of India Ltd., New Delhi, 2006.
2. Manchur Olson, The Logic Of Collective Action, Cambridge, Mass, Harvard University Press, 1965
3. B.L. Fadia and Kuldeep Fadia, Public Administration – Administrative Theories And Concepts, Sahitya Bhavan Publications, Agra, 2009.
4. Rumki Basu, Public Administration – Concepts and Theories, Sterling Publishers, New Delhi, 2000.
5. Mohit Bhattacharya, New Horizons of Public Administration, Jawahar Publishers, New Delhi, 2001
6. Rokesh Pooja, Hooja/ Ramesh K. Aroora, Administrative Theories, Rawat Publications, New Delhi 2007.
7. Uma Medury. Public Administration in the Globalization Era: The New Public Management Perspective. Orient Black Swan. 2010.

**Second Semester: Paper 4, SC 4 Credits****HEALTH ADMINISTRATION IN INDIA**

**Unit-I:** Introduction to Health Administration in India: Concept, Nature, Scope and significance. Evolution of Health Administration as a Discipline. Constitutional Provisions.

**Unit II:** Public Health Schemes and Programmes: National Programme for Family Planning, Janani Suraksha Yojana, Pulse Polio Programme, National Programme for Prevention and Control of Cancer, Diabetes, Cardiovascular Diseases & Stroke, National Programme for Control of Blindness & Visual Impairment, National Programme for the Health Care for the Elderly and Ayushman Bharat.

**Unit III:** Organization of Health Administration in India: Principles, structure, and functions. Organization of Union Health Administration - Ministry of Health and Family Welfare, Directorate General of Health & Family Welfare, Indian Medical Council, and Indian Council of Medical Research. Organization of State Health Administration – Department of Health and State Medical Council. Levels of health administration – District, Taluk, and village.

**Unit-IV:** Major Issues of Health Administration in India: Lack of Equity, Accessibility and Affordability. Rural and Urban Disparities. Corporatization. Medical Mafia. Gender Health Issues.

**Books for Reading/Reference**

1. G. Ramesh Waram: Medical and Health Administration in Rural India, New Delhi: Ashish PublishingHouse, 1989.
2. The Central Health Education, Health Today, Director-General of Health Services, New Delhi, 1971.
3. S. L. Goel: Health Care Administration - levels and Aspects. New Delhi: Sterling Publishers 1980.
4. S. L. Goel: Health Care Administration: Ecology Principles and Modern Trends, New Delhi: SterlingPublishers Pvt. Ltd. 1980.
5. S.L. Goel: Public Health Administration: New Delhi: Sterling Publishers Pvt. Ltd 1984.
6. N.V. Ram Raghu: Health Administration and Policy Development, Hyderabad: Ramkrishna Printers andPublishers, 1971.
7. G.Broker: Health in Independent India (Latest Edition).
8. J.K. Owen Madan: Concepts of Hospital Administration (Latest Edition).
9. Brown and Fraling: The Doctor-Patient Relationship (Latest Edition)
10. M.T.Mac Eachiru: Hospital Organisation and Management (Latest Edition).
11. Cart Wright: Human Relations and Hospital (Latest ed.)
12. Narasimha Reddy Gorla. Public Health Administration. Neha Publishers & Distributors. 2014.
13. Sunder Lal and Vikas. Public Health Management Principles And Practice. CBS Publishers & Distributors. 2022.



**Second Semester: Paper 6, OE, 4 Credits****INDIAN ADMINISTRATIVE SYSTEM (OE)**

- Unit 1:** Introduction to Indian Administrative System: concept, nature, scope, significance, and evolution of Indian Administration. Constitutional framework for Indian Administration. Centre-State Administrative Relationship.
- Unit 2:** Civil Services in India: Concept, features, functions, types, and significance. Recruitment to All Indian Services, Central Services and State Services. Training of Civil Servants. Generalist Versus Specialist Controversy. Committed Versus Neutral Bureaucracy. Relationship between Ministers and Civil Servants.
- Unit 3:** Structure of Indian Administrative System: Ministries, Departments, Public Corporations, Public Companies; Boards and Commissions; Ad-hoc, and advisory bodies; Headquarters and Field relationships and Regulatory Authorities.
- Unit 4:** Contemporary Issues in Indian Administration: Control over India Administration - Legislative, Executive, Judicial and Popular. Ethico-legal Control – Lokpal, Central Vigilance Commission, Lokayukta, National and State Information Commissions. Administrative Culture, Political Interference, Corruption and Citizen Charter. Developmental Deficit, environment, gender and security issues.

**Books for Reading/Reference**

1. Padma, Ramchandram, Public Administration, National Book Trust, New Delhi, 1998.
2. T.N.Chaturvedi, Fifty years of Indian Administration, IIPA, New Delhi, 1998.
3. M.Wadhvani and R.K.Tiwari, Indian Administration: The Changing Scenario, IIPA, New Delhi, 1995.
4. Shailendra D. Sharma, Development and Democracy in India, Lynne Rienner, Colorada, 1999.
5. Jagmohan, Govenmamce in India, Allied, New Delhi, 2005.
6. Dayanada Mane and Chandrakanth Devappa. Issues in Indian administration, A.K Publisher. New Delhi. 2014
7. M. Laxmikant. Public Administration: UPSC, Civil Services Exam, UCG Net, State Administrative Exams. Tata McGraw Hill. 2022.
8. Anupama Puri Mahajan. Public Administration: For Civil Services Main Examination. Pearson Education. 2018.
9. M. Laxmikant. Governance in India. Tata McGraw Hill. 2021.

# **THIRD SEMESTER**

**Third Semester: Paper 1, HC, 4 Credits****RESEARCH METHODOLOGY**

**Unit 1:** Introduction to Research Methodology: concept, nature, scope, significance, and relevance of social science research in Public Administration. Types of social science research – Pure and applied, Qualitative and Quantitative, Exploratory, Conceptual, Descriptive, Explanatory and Analytical.

**Unit 2:** Research Process in Public Administration: Formulation of Research Problem. Research Design and its outline, Hypothesis, and survey of literature.

**Unit 3:** Techniques of Research: Historical Method, Analytical Method, Survey and Sampling, Scientific Method, Case Study Method, Observation, Interview and Questionnaire. Data Collection, Data Analysis, Data Tabulation, Data Editing and Data Interpretation.

**Unit 4:** Report Writing and Computer Application: Steps and problems of report writing. Use Information and Communication Technology in Social Science research – Computer, Internet, and SPSS.

**Books for Reading/Reference**

1. Mohit Bhattacharya, Restructuring Public Administration, Jawahar Publishers, New Delhi, 2001.
2. T.S. Wilson and P.L. Bhandarkar, Methodology and Techniques of Social Research, Himalaya Publishers, New Delhi, 1984.
3. Partha Nath Mukherjee, Methodology In Social Research, Sage, New Delhi, 1999.
4. P. Saravanavel, Research Methodology, Kitab Mahal, New Delhi, 2000.
5. B.N. Gosh, Scientific Method and Social Research, Sterling Publishers, New Delhi, 1982.
6. C. R. Kothari. Research Methodology Methods & Techniques. 1997.
7. Taneja Sanjay. Research Methodology in Social Sciences. New Delhi Publishers. 2022

**Third Semester: Paper 2, HC 4 Credits****FINANCIAL ADMINISTRATION IN INDIA**

**Unit 1:** Introduction to Financial Administration: concept, nature, scope, and significance. Structure and functions of financial administration.

**Unit 2:** Structure of Financial Administration in India: Constitutional Framework, Center-State Financial Relations, Union Ministry of Finance, Finance Commission of India, NITI Ayog, GST Council, Estimates Committee, Public Accounts Committee and Comptroller and Auditor General.

**Unit 3:** Budget: Concept and Significance. Forms – Line-Item Budget, Performance Budgeting, Programme Budgeting, Zero Base Budgeting, Sunset Legislation and Top-Down Budgeting.

**Unit 4:** Budgetary Process in India: Constitutional, Political, Legislative and Executive – with reference to preparation and implementation of Budget.

**Books for Reading/Reference**

1. M.J.K. Thavarajan, Financial Management of Government, S. Chand and Co., New Delhi, 1978.
2. M.J.K. Thavarajan and K.L. Handa, Financial Control And Delegation, IIPA, New Delhi, 1973.
3. Arjun Rao, Financial Policy Development in Urban Government, Man, Hyderabad, 1985.
4. B.N. Gupta, Indian Federal Finance And Budgetary Process, Chaitanya, Allahabad, 1970.
5. R.K. Simha, Fiscal Federalism In India, Sterling, New Delhi, 1987.
6. M.P.Sharma & B.L.Sadhana- Public Administration in Theory and Practice , Allahabad, Kitab Mahal Agencies, 2012
7. Mahajan Sanjeev Kumar and Mahajan Anupama Puri. Financial Administration in India. PHI Learning. 2021.
8. Raimann Pattanayak. Financial Administration And Management. Anmol Publisher. 2002.

**Third Semester: Paper 3, HC 4 Credits****INTERNSHIP**

The student has to complete an internship for 100 marks (4 Credits) which includes visiting fields for 15 days, preparing report and viva-voce examination. The distribution of marks for the internship is as under:

C1	15 marks for writing proposal for internship, which includes conceptual framework, purpose, motivation, expected outcome and overall plan of internship.
C2	15 marks for writing of daily report, which includes experiences, problems, and issues and opinion of stakeholders related to internship.
Final Report	40 Marks
Final Viva-voce examination	30 Marks

- For the purpose of internships, each student shall be guided by a teacher as a mentor.
- C1 shall be approved by mentor of the student.
- C2 shall be approved by the concerned filed authority.
- Evaluation of Final Report and conducting Viva-voce examination shall be jointly done by external and internal examiners.
- Rest of the things shall be decided by the University.

**Third Semester: Paper 4, SC, 4 Credits****DECENTRALIZED GOVERNANCE IN INDIA**

- Unit 1:** Introduction to decentralized governance: concept, nature, scope, and significance. Evolution – ancient, medieval, colonial, and post-colonial. Approaches – political, administrative, doctrinal, and dual role.
- Unit 2:** Constitutional Framework: Constitutional provisions, 73<sup>rd</sup> and 74<sup>th</sup> Constitutional Amendment Acts, Eleventh and Twelfth Schedules of the Constitution.
- Unit 3:** Typology of Decentralized governance: Urban local governments – Municipal Corporation, Municipality, Notified Area Committee, Town Area Committee, Township, Cantonment Board, Port Trust, and Special Purpose Agency. Rural local governments – Grama Sabha, village Panchayati, taluk Panchayati and zilla Panchayati with reference to their structure, powers, and functions.
- Urban 4:** Major Issues and problems of decentralized governance in India: Rural-Urban development and disparity; Localism versus Globalism; New Localism. Relationship between elected representatives and bureaucrats. Problems of decentralized governance in India - political, administrative, social, economic, and financial.

**Books for Reading/Reference**

1. John Hesselberg Ed, Issues in Urbanisation, Rawat Publication, New Delhi, 2002.
2. M.K. Dubey, Rural and Urban Development in India, Commonwealth, New Delhi, 2000.
3. V.P. Dubey, Urban Development Administration, Deep and Deep, New Delhi, 1990.
4. A.S. Ansari, Urban Renewal and Development, Rawat, New Delhi, 2000.
5. S.Y. Patil, Dynamics of Urban Development in India, Jaipur, 1993.
6. Shakuntala Sharma, Grass root Politics and Panchayat Raj, Deep and Deep, New Delhi, 1994.
7. M. Aslam, Panchayati Raj In India, NBT, New Delhi, 2007.
8. G. Pallanithurai, Dynamics of New Panchayati Raj System in India, Concept, New Delhi, 2005
9. V. Ramachandran, Local Government And Poverty, Alleviation, Abhijeet Publications, New Delhi, 2009.
10. Manoj Sharma, Local Government – Rural And Urban, Anmol Publications, New Delhi, 2004.
11. Niraja Gopal Jayal, Amit Prakash and Pradeep Sharma. Local Governance in India: Decentralization and Beyond. Oxford University Press. 2006.
12. Bidyut Chakrabarty and Rajendra Kumar Pandey. Sage Publications. 2018.
13. Pradeep Sachdev. Local Government in India. Pearson Education India. 2011.
14. S.R.Maheshwari. Local Government in India. Lakshmi Narain Agarwal. 2020.

**Third Semester: Paper 5, SC, 4 Credits****ISSUES IN INDIAN ADMINISTRATION**

**Unit 1:** Constitutional Issues in Indian Administration: Role of Administration in promoting Secularism, Socialism, Liberty, Justice, Equality, fraternity, national unity and integrity.

**Unit 2:** Professional Issues in Indian Administration: Emotional Intelligence, Moral complexity, Commitment to social responsibility and responsiveness, Relationship with clientele. Materialism versus Spiritualism.

**Unit 3:** Political Issues in Indian Administration: Relationship between politicians and administrators. Impact of political ideology on administrators. Role of administrators in elections. Problems of administration during coalition politics and administration.

**Unit 4:** Social Issues in Indian Administration: Casteism, Communalism, Ethnicity, Culture, Criminalization, Gender Discrimination and Elitism.

**Books for Reading/Reference**

1. S.R. Maheswari, Indian Administration, Orient Longman, New Delhi, 2008.
2. Ramesh K. Arora, Ed., The Indian Administrative System, Associated Publishers, New Delhi, 1978.
3. Padma Ramachandran, Public Administration, NBT, New Delhi, 1998
4. Mohit Bhattacharya, Indian Administration, World Press, Calcutta, 2000.
5. B.L. Fadia and Kuldeep Fadia, Indian Administration, Sahitya Bhawan Publications, 2009.
6. Latika Shekhar. Indian Constitution and Administration. Gyan Geeta Prakashan. 2018.
7. R.N.Haldipur. Public Administration (Reflection and Exploration). Khama Publishers. 2018.
8. Christopher D. Connors. Emotional Intelligence for the Modern Leader: A Guide to Cultivating Effective Leadership and Organizations. Rockridge Press. 2020.
9. Cunningham R. Religion and Public Administration – the unacknowledged common (and competitive) ground. International Journal of Public Administration 28(11–12):943–955. 2005.
9. Kavita Israani. Materialism to Spiritualism. Beeja House. 2022.
10. Ramesh Arora. Indian Public Administration: Institutions and Issues. New Age. 2012.
11. Ahuja Ram. Social Problems in India. Rawat Publications. 2021.
12. Ahmad Raza. Politics & Governance In India. True Word Publications. 2022.



**Third Semester: Paper 6, OE 4 Credits****GLOBALIZATION AND PUBLIC ADMINISTRATION**

**Unit 1:** Introduction: concept, nature, role and significance of State under globalization. State-Society-Civil Society Synergy. Impact of globalization on public administration.

**Unit 2:** Theoretical Underpinnings: New Right Philosophy, Public Choice Theory, Principal-Agent Theory and Transaction Cost Theory.

**Unit 3:** Globalization and Techniques New Public Management: Relationship between Globalization and New Public Management. Techniques - Contractualization, Corporatization and Privatization.

**Unit 4:** Globalization and New Public Service: New Public Service - Concept, features and significance. Relationship between Globalization and New Public Service.

**Books for Reading/Reference**

1. Uma Medury, Public Administration In The Globalisation Era: The New Public Management Perspective, Orient Blackswan, New Delhi, 2010.
2. Janet Denhardt and Robert Denhardt, The New Public Service, M.E. Sharpe, New York and London, 2003.
3. Ali Farazmand, "Globalisation and Public Administration", Public Administration Review, Vol. 59, No. 6 (Nov-Dec, 1999).
4. Peter Self, Government by the Market ? The Politics of Public Choice, Macmillan, London, 1993.
5. Mohit Bhattacharya, New Horizons of Public Administration, Jawahar Publications, New Delhi, 2006.
6. Bidyut Chakrabarty and Prakash Chand Kandpal. Public Administration in a Globalizing World: Theories and Practices. 2020.
7. Janet V. Denhardt and Robert B. Denhardt. The New Public Service: Serving, Not Steering. Routledge. 2015.

# **SEMESTER 4**

**Fourth Semester: Paper 1, HC 4 Credits****COMPARATIVE PUBLIC ADMINISTRATION**

**Unit 1:** Introduction to Comparative Public Administration: Concept, Nature, Scope, Significance and Evolution. Approaches – Bureaucratic, General System, Behavioural, Ecological, Structural-Functional and Development.

**Unit 2:** Theoretical Models of Comparative Public Administration: Agraria-Industria Model and Fused-Prismatic-Diffracted Model – their critiques.

**Unit 3:** Comparative Administrative Systems with special reference to USA, UK, China and India – structures, features, functions, merits and demerits.

**Unit 4:** Issues in Comparative Public Administration: Issues in Developed and Developing Societies – Developmental, Technological, Environmental, Ethical, Human Rights and Security.

**Books for Reading/Reference**

1. F.W. Riggs, *The Ecology of Public Administration*, Asia Publishing House, New Delhi, 1961.
2. Ramesh K. Arora, *Comparative Public Administration – An Ecological Approach*, Associated Publishing House, New Delhi, 1972.
3. Ferrell Heady, *Public Administration – A Comparative Perspective*, Marcel Dekker, New York, 1979.
4. Ramesh K. Arora, *Comparative Public*, Associated Publishing House, New Delhi, 2008.
5. F.W. Riggs, *Administration in Developing Countries – A Theory of Prismatic Society*, Houghton Mifflin, Boston, 1964.
6. M.P.Sharma & B.L.Sadhana- *Public Administration in Theory and Practice* , Allahabad, Kitab Mahal Agencies, 2012
7. Anupama Puri Mahajan. *Comparative Public Administration*. SAGE Publications. 2022.
8. TN. Chaturvedi. *Comparative Public Administration*. Research Publications. 2017.
9. Sewa Singh Dahiya & Ravindra Singh. *Comparative Public Administration*. Sterling Publications Private Limited. 2014.

**Fourth Semester: Paper 2, HC, 4 Credits**

**GLOBALIZATION AND GLOBAL GOVERNANCE**

**Unit 1:** Introduction: Concept, Nature, Scope and Significance of Globalization and Global Governance.

**Unit 2:** Role of Global Institutions in Governance: United Nations, IMF, World Bank, WTO, G20.

**Unit 3:** The Interface between Globalization and India: Impact of globalization on Agriculture, Industry, Trade, Services, Health, Education and Information and Communication Technology.

**Unit 4:** Current Issues of Global Governance: Global population, poverty, Development, Disparity, Environment, Immigration, Ethnic Conflict, Human Rights, and Human Rights and Security.

**Books for Reading/Reference**

1. Augusto Lopez-Claros, Arthur L. Dahl and Maja Groff. Global Governance and the Emergence of Global Institutions for the 21st Century. Cambridge University Press. 2020
2. Manfred B Steger, Globalization the New Market Ideology, Rawat Publication, New Delhi, 2004.
3. Ankie Hooguelts, Globalisation and the Post Colonial World, Palgrave Publication, 2001.
4. Debendra K. Das, “Globalization and Development Experience and Challenges”, Deep and Deep Publications, New Delhi, 1999.
5. Sapru, R.K., Public Policy – Art and Craft of Policy Analysis, PHI Learning Pvt. Ltd., New Delhi, 2010.
6. Dries Lesage and Jan Wouters. The G20, Development and the UN Agenda 2030. Routledge. 2023.
7. I.L.N. Chandra Sekhar Rao. Globalization Impact on Indian Economy, Society & Culture. Research India Press. 2018.
8. Pramanick Swapan and Ramanuja Ganguly. Globalization In India: New Frontiers And Emerging Challenges. PHI Publication. 2010.

**Fourth Semester: Paper 3, HC 4 Credits****MINOR PROJECT**

The student has to submit a Minor Project for 100 marks (4 Credits) which includes dissertation and internal viva-voce examination. The distribution of marks for Minor Project is as under:

C1	15 marks which includes, C1 test for 10 marks and Assignment/Presentation for 05 marks.
C2	15 marks which includes, C2 test for 10 marks and Assignment/Presentation for 05 marks.
Dissertation	40 Marks
Viva-voce examination	30 Marks

**Fourth Semester: Paper 4, SC 4 Credits****GOOD GOVERNANCE**

- Unit 1:** Introduction to Good Governance: Concept, Nature, Scope, Significance and evolution. Re-inventing Government for good governance. Agenda for good governance.
- Unit 2:** Elements and Requirements of good governance: Key elements in good governance. Requirements – Political and administrative requirements, Reforms for good governance.
- Unit 3:** Perspectives of good governance: Democracy, Development, Human Rights, New Public Management and Globalization.
- Unit 4:** Agencies and critiques of good governance: Agencies - Parliament, political executive, judiciary, civil servants, political party, media, people and civil society. Critiques of good governance

**Books for Reading/Reference**

1. Vinod Rai. Rethinking Good Governance: Holding to Account India's Public Institutions. Rupa Publications. 2019.
2. Henk Addink. Good Governance: Concept and Context. Oxford University Press. 2019.
3. Kanak Kanti Bagchi, Good Governance and Development, Abhijeet Publications, New Delhi, 2009.
4. C.P. Bharthwal Ed, Good Governance In India, Deep and Deep, New Delhi, 2003.
5. Dhameja Alka Ed, Contemporary Debates In Public Administration, Prentice Hall of India, New Delhi, 2003.
6. World Bank, Governance and Development, 1992, Washington, D.C.
7. Niraja Gopal Jayal, Ed, Democratic Governance In India, Sage, New Delhi, 2003.
8. Vayunandan Etakula. Good Governance: Initiatives in India. Prentice Hall India Learning Private Limited. 2003.
9. Madhav Godbole. Good Governance: Never on India's Radar. Public Institutions. Rupa Publications. 2016.

**Fourth Semester: Paper 5, SC 4 Credits****DISASTER MANAGEMENT**

- Unit 1:** Introduction to Disaster Management: concept, nature, scope, significance, and evolution. Approaches to the study of Disaster Management – Traditional, Technological, Contextual and Integrated.
- Unit 2:** Contextualizing Disaster Management: Dimensions Disaster – social, economic, political, administrative, gender, psychological and criminological. Cycles of Disaster Management – Prevention, Mitigation, Preparedness, Response, Recovery, Rehabilitation and Development.
- Unit 3:** International Framework for Disaster Management: UN Charter and its role; Yokohama Strategy, Hyogo framework, Sendai framework and regional cooperation.
- Unit 4:** Frameworks for Disaster Management in India: Legal Framework – Constitutional Perspective, Disaster Management Act 2005, Preventive Laws and critics of legal framework. Policy framework – Five Years Plans, National Policy on Disaster Management and National Disaster Management Plan. Institutional Framework – National, State and District Disaster Management Authorities and State Disaster Response Force (SDRF). Problems of Disaster Management in India.

**Books for Reading/Reference**

1. S.C. Goel, Disaster Administration – Theory and Practice, Deep and Deep Publications, New Delhi, 2009.
2. Sanjay Sharma, “Union and State Responsibilities In Disaster Management In India: Critical Reflections On Disaster Management Act, 2005”, New Delhi, Indian Journal of Federal Studies, 1/2010, pp. 92-106.
3. R.B. Singh Ed, Disaster Management, Rawat Publication, New Delhi, 2000.
4. R.K. Gupta Ed, Disaster Management, Universities Press, India, 2003.
5. M.C. Gupta, Manuals On Natural Disaster Management In India, National Centre for Disaster Management, IIPA, New Delhi, 2001.
6. Rajendra Kumar Pandey. Disaster Management in India. Sage Publication, New Delhi. 2020.
7. Harish K Gupta. Disaster Management. Universities Press. 2003.
8. Mrinalini Pandey. Disaster Management. Wiley. 2014.

**Fourth Semester: Paper 6, OE 4 Credits****PUBLIC POLICY**

**Unit 1:** Introduction to Public Policy: Concept, Nature, Scope, and Significance of Public Policy. Determinants of Public Policy.

**Unit 2:** Theories of Public Policy: Rational Policy Making, Public Choice, Institutional, Incremental, Group and Elite.

**Unit 3:** Public Policy Formulation and Implementation: Role of Parliament, Cabinet, Bureaucracy, Political Parties, Interest Groups, Mass Media, Civil Society and Public Opinion.

**Unit 4:** Public Policy Analysis and Research: Policy analysis – Process, Significance and Problems. Role of Research Institutions in policy analysis.

**Books for Reading/Reference**

1. Yehezkel Dror, Public Policy Making Re-Examined, Transaction Publishers, New Jersey, 1983.
2. R.S. Ganapathy et al., Eds, Public Policy and Policy Analysis In India, Sage, New Delhi, 1985.
3. Jean Dreze and Amartya Sen, India – Development and Participation, Oxford University Press, New Delhi, 2005.
4. Baver Raymond and Kenneth Gergen Ed, The Study Of Policy Formation, Free Press, New York, 1968.
5. Kuldeep Mathur and J.N. Bjorkman, Policy Makers In India, Concept, New Delhi, 1994.
6. Bidyut Chakrabarty and Prakash Chand. Public Policy: Concept, Theory And Practice. Sage Publication. 2016.
7. Haridhwar Shukla. Public Policy and Administration in India. Mahaveer Publications. 2021.
8. R.K.Sapru and Y. Sapru. Public Policy: Formulation, Implementation and Evaluation. Sterling Publications Private Limited. 2019.