

**PUBLIC ADMINISTRATION**

|                                       |                   |                                |           |                      |        |
|---------------------------------------|-------------------|--------------------------------|-----------|----------------------|--------|
| <b>Course Code</b>                    | 19HS5601E         | <b>Year</b>                    | III       | <b>Semester</b>      | II     |
| <b>Course Category</b>                | Open Elective-III | <b>Branch</b>                  | ME        | <b>Course Type</b>   | Theory |
| <b>Credits</b>                        | 3                 | <b>L – T – P</b>               | 3 – 0 – 0 | <b>Prerequisites</b> | Nil    |
| <b>Continuous Internal Evaluation</b> | 30                | <b>Semester End Evaluation</b> | 70        | <b>Total Marks</b>   | 100    |

| <b>Course Outcomes</b>  |  | <b>Levels</b> |
|---|--|---------------|
| Upon successful completion of the course, the student will be able to |  |               |
| <b>CO1</b>  | Describe the scope and significance of public administration                             | L2            |
| <b>CO2</b>  | Explain different administrative thoughts.   | L2            |
| <b>CO3</b>  | Illustrate accountability and control over administration by different groups in society | L2            |
| <b>CO4</b>  | Explain the concepts of union and state government administration                        | L2            |
| <b>CO5</b>  | Summarize the administration process in civil services                                   | L2            |

|            | <b>Contribution of Course Outcomes towards achievement of Program Outcomes &amp; Strength of correlations (3: High, 2: Moderate, 1: Low)</b> |     |     |     |     |     |     |     |     |      |      |      |      |      |
|------------|--|-----|-----|-----|-----|-----|-----|-----|-----|------|------|------|------|------|
|            | PO1  | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 | PO8 | PO9 | PO10 | PO11 | PO12 | PSO1 | PSO2 |
| <b>CO1</b> |  |     |     |     |     | 2   |     | 3   | 3   |      | 1    |      |      | 2    |
| <b>CO2</b> |  |     |     |     |     | 2   |     | 3   | 3   |      | 1    |      |      | 2    |
| <b>CO3</b> |  |     |     |     |     | 2   |     | 3   | 3   |      | 1    |      |      | 2    |
| <b>CO4</b> |  |     |     |     |     | 2   |     | 3   | 3   |      | 1    |      |      | 2    |
| <b>CO5</b> |  |     |     |     |     | 2   |     | 3   | 3   |      | 1    |      |      | 2    |

| <b>Syllabus</b> |   |                    |
|-----------------|---|--------------------|
| <b>Unit No.</b> | <b>Contents</b>   | <b>Mapped CO s</b> |
| <b>I</b>        | <b>MODULE-1</b><br>Introduction: Meaning, Scope and Significance of Public Administration, evolution discipline and its present status, challenges of liberalization, privatization and globalization, good governance, electronic governance, concepts and applications, New Public Management (NPM) | CO1                |
| <b>II</b>       | <b>MODULE 2:</b><br>Administrative Thought: Scientific Management Theory, Classical Theory, Bureaucratic Theory, Human Relations Theory, Systems theory.  | CO 2               |
| <b>III</b>      | <b>MODULE 3:</b><br>Accountability and control, Legislative, executive and judicial control over administration, role of media, Interest groups, NGOs, Civil society, Right to Information Act (RTI), Social audit, citizen chapter.  | CO3                |
| <b>IV</b>       | <b>MODULE 4:</b><br>Union and State Government Administration: President, Prime minister, Council of Ministers, Cabinet, Central and State Secretariats,  | CO4                |

|          |  |     |
|----------|--|-----|
|          | Boards and commissions, governor and chief minister, council of ministers, central-state relations, finance commission, Neeti ayog   |     |
| <b>V</b> | <b>MODULE 5:</b><br>Civil Services: Recruitment, Training and other conditions of service, district administration, role of collector, local self- governing institutes-73 <sup>rd</sup> and 74 <sup>th</sup> constitutional amendments act. | CO5 |

**Learning Recourse(s)**

**Text Book(s)**

1. Avasthi & Maheshwari (2012), Public Administration, Lakshminarayan Agarwal, Agra
2. B. L. Fadia, Kuldeep Fadia, Indian Administration, 8/e, Sahitya Bhavan, India, 2004

**Reference Book(s)**

1. Henry, Nicholas (2006), Public Administration and Public Affairs, Prentice Hall of India, New Delhi
2. Ravindra Prasad, D. Prasad, VSPrasad, Satyanarayana P, and Y.Pardhasaradhi, (eds.)( 2013), Administrative Thinkers, Sterling, New Delhi.
3. Basu, D.D. (2000), Introduction to the Constitution of India, Wadhwa and Company, New Delhi
4. Ramesh K. Arora and Rajni Goyal (2002), Indian Public Administration, Vishwa Parkashan, New Delhi..