

PUBLIC ADMINISTRATION SEMESTER I AND II

PROGRAM OBJECTIVES:

- Expose Learners to various theories and perspectives in Administration
- Provide a comprehensive knowledge of the basic concepts and importance of Public Administration.
- Understand policies and frameworks and the interface between Economy, Political and Social Administration, Management, Law and Sociology
- Develop the student's ability to understand and appreciate the importance of governance and understand the difference between Governance and Administration
- Develop in students an inclusive approach in Administration
- Develop the ability to comprehend and analyze the perspectives of Administration and public perception
- Develop students for responsible citizens
- Enable practical and experiential learning through mock administration in constructed context

PROGRAM LEARNING OUTCOMES

- Be equipped with necessary knowledge to understand the core mechanism of Public Administration
- Be able to interpret and apply Public Administration concepts, ideas, and notions on political processes and developments
- Demonstrate the ability to apply decision making, leadership and professional skills required for Public Administration
- Have a basic understanding of how to apply a critical perspective on the study of Politics and Administration
- Have a comprehensive understanding of objectives in policy matters
- Learn practically to understand the objectives behind policy frameworks and the process of implementation in mock context or through case studies
- Be prepared for a career in Public Administration in the Civil Services

JYOTI NIVAS COLLEGE AUTONOMOUS
SEMESTER I - DSC - 4
MODERN INDIAN ADMINISTRATION

NO OF HOURS: 45

OBJECTIVES:

The Course is designed to introduce the students to the past and present Administrative Systems and practices in the country. Evolution, nature and social base of administrative culture would be covered in depth prior to dealing with the contemporary issues in Indian Administration in this course. Administrative Reforms in India and the Administration at the Union and grass root levels would be other major areas of thrust.

LEARNING OUTCOMES:

At the end of the course the students shall -

- Understand the evolution, nature and dynamics of Indian Administration
- Examines the social base and character of Administration in India
- Understand the emerging issues in Administration –analyses how Administration works as an agent of development

UNIT – I

15 HOURS

Chapter-1 The Evolution of Public Administration in India

Chapter-2 Nature of Indian Administration from Kautilya to Colonial Period

Chapter-3 Change and Continuity in Indian Administration, Reforms and Trends in Indian Administration, Public Services

UNIT – II

15 HOURS

Chapter-4 Administration at the Union Level, Political Executive Central Secretariat, Cabinet Secretariat- Ministries & Departments (specified Departments)

Chapter-5 Administration at the State Level, Political Executive, Chief Secretary and State Secretariat Relationship between Political masters and Civil servants.

Chapter-6 Administration at the District and Local Level District Administration & the Role of District Collector, Local Self Governments (Rural and Urban) Participatory Administration Social Welfare Administration

UNIT – III

15 HOURS

Chapter-7 Issues in Indian Administration, Neutrality Vs Commitment, Generalist Vs Specialist Debate

Chapter-8 Bureaucracy and Politics, Corruption in Administration, RTI

Chapter-9 Public Private Partnership, Need for Administrative Ethics

SUGGESTED READINGS:

1. Barthwal C.P, Indian Administration Since Independence, Lucknow: Bharat Publishers
2. Arora, Ramesh K. (Ed.), Public Administration in India: Tradition, Trends and Transformation, New Delhi: Paragon.
3. Chakrabarty, Bidyut, Reinventing Public Administration: The Indian Experience, New Delhi: Orient Longman.
4. Kingsley, J.Donald, Representative Bureaucracy: an Interpretation of the British Civil Service, Yellow Springs, Ohio: Antioch Press.
5. Maheshwari, S.R., Administrative Reforms in India, New Delhi; MacMillan.
6. Maheshwari, S.R, Indian Administration, New Delhi: Orient Longman.
7. Maheshwari, S.R., Local Government in India, Agra: Lakshmi Narain Agarwal.
8. Maheshwari, S.R., Public Administration in India. The Higher Civil Service, Delhi: Oxford University Press.
9. Jain, R.B., Public Administration in India: 21st Century Challenges for Good Governance, New Delhi: Deep and Deep Publications.