

JIWAJI UNIVERSITY, GWALIOR

SYLLABUS

OF

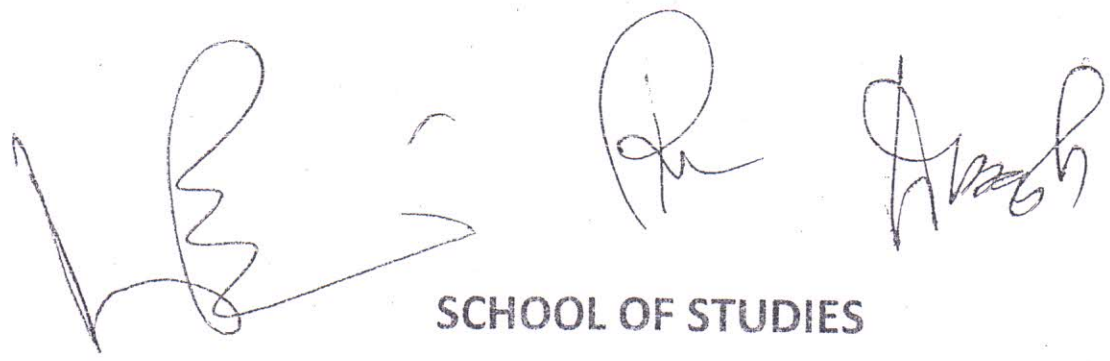
MA PUBLIC ADMINISTRATION

AND

EXAMINATION SCHEME

(Wef. 2015-2017)

CHOICE BASED CREDIT SYSTEM



SCHOOL OF STUDIES

POLITICAL SCIENCE AND PUBLIC ADMINISTRATION

JIWAJI UNIVERSITY, GWALIOR – 474011 (M.P.)

MASTER IN PUBLIC ADMINISTRATION
(FOUR SEMESTERS PROGRAM)
(CBCS – 2015- 2017)

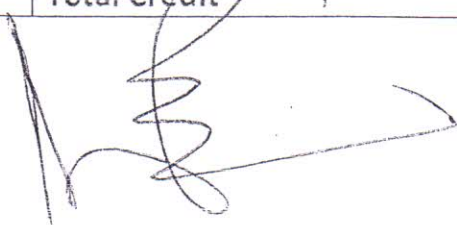
CONTINUOUS ASSESSMENT: 40% AND END TERM ASSESSMENT: 60%

SEMESTER I

PAPER CODE	COURSE	CRC	L	T	P	Credit	Remarks
101	Theories & Principles of Public Administration	Core	4	-	-	04	
102	Public Personnel Administration.	Core	4	-	-	04	
103	Elements of Financial Administration.	Core	4	-	-	04	
104	Constitutional System in India-I.	Core	4	-	-	04	
105	Assignment				1	01	
106	Seminar				1	01	
	Total Valid Credit					18	
107	Comprehensive Viva (Virtual Credit)				4	04	
	Total Credit					22	

SEMESTER II

PAPER CODE	COURSE	CRC	L	T	P	Credit	Remarks
201	Organization & Management	Core	4	-	-	04	
202	Personnel Administration in India	Core	4	-	-	04	
203	Comparative & Development Administration	Core	4	-	-	04	
204	Constitutional System in India-II	Core	4	-	-	04	
205	Assignment				1	01	
206	Seminar				1	01	
	Total Valid Credit					18	
207	Comprehensive Viva (Virtual Credit)				4	04	
	Total Credit					22	


 Dr. A. K. Sharma


 Dr. R. K. Sharma


 Dr. S. K. Sharma

SEMESTER III

PAPER CODE	COURSE	CRC	L	T	P	Credit	Remarks
301	Public Administration in India	Core	4	-	-	04	
302	Administrative Thought	Core	4	-	-	04	
303	Social Welfare Administration	Core	4	-	-	04	
304	Optional papers (a) Rural Development Administration. (b) Concept of Human Resource Development And Planning	Generic	4	-	-	04	
305	Assignment				1	01	
306	Seminar				1	01	
	Total Valid Credit					18	
307	Comprehensive Viva (Virtual Credit)				4	04	
	Total Credit					22	

SEMESTER IV

PAPER CODE	COURSE	CRC	L	T	P	Credit	Remarks
401	Local Administration	Core	4	-	-	04	
402	Development Administration: Indian Perspectives	Core	4	-	-	04	
403	Methods & Techniques of Research & Statistics	Core	4	-	-	04	
404	Optional papers (a) Strategies and Issues in Human Resources Development (b) Rural Local Administration with due Ref. To MP	Generic	4	-	-	04	
405	Assignment				1	01	
406	Seminar				1	01	
	Total Valid Credit					18	
407	Comprehensive Viva (Virtual Credit)				4	04	
	Total Credit					22	

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FIRST SEMESTER
MA PUBLIC ADMINISTRATION - Paper 101
THEORIES & PRINCIPLES OF PUBLIC ADMINISTRATION
CORE

CONTINUOUS ASSESSMENT: 40% AND END TERM ASSESSMENT: 60%

- Unit-I** Meaning, nature, scope & significance of public administration and its new horizons, private and public administration: state versus market debate. new public administration and new public management perspective. Good governance: concept and application.
- Unit-II** Evolution of public administration as an independent discipline and its present status, public administration as an art and science. Approaches and methods to study of public administration, Public administration in developing societies.
- Unit-III** Concept of organization: importance, meaning, basis; formal and informal organization. Theory and approaches: classical theory, bureaucratic theory, human relation movement and behavioral approaches, system approach.
- Unit-IV** Principles of organization: hierarchy, span of control, unity of command, authority & responsibility, authority & influence, supervision, delegation, coordination, centralization & de-centralization.
- Unit-V** Structure of organization: chief executive and its role in organization; line, staff and auxiliary agencies, department, public corporation, independent regulatory commission, board & commission and head quarter field relationship.

Books Recommended

F.M.Marx (Ed.)	:	Elements of public administration
Awasthi and Maheshwari	:	Public Administration
L.D.	:	Intro. To the study of Public Adm.
E.N. Gladden	:	A History of Public Administration
AR Tyagi	:	Public Administration
Sharma & Sadana	:	Public Administration

