

Department of Political Science and Public Administration

Doctor Harisingh Gour Vishwavidyalaya

(A Central University)



Syllabus for MA in Public Administration

2020-21

Duration 2 Years

Department of Political Science & Public Administration

Dr. HARISINGH GOUR VISHWAVIDYALAYA, SAGAR (M.P.)

M.A. – I Semester Public Administration

School Code: HSS – 20 Subject Code: PUB - 26

Session: 2020-21 Onwards

S.N.	Name of Course	Name of School	Course	Paper Code	Name of Paper	Per Week Load			
						L	T	P	C
1	M.A. In Public Adm	School of Humanities & Social Science	Core Course I	PUB CC- 126	Administrative Thought	4	1	0	5
2			Core Course II	PUB CC- 127	Theories and Approaches of Public Administration	4	1	0	5
3			Core Course III	PUB CC- 128	Comparative Public Administration	4	1	0	5
4			Elective Course I	PUB EC- 1210	Indian Administration or	4	0	0	4
5			Elective Course I	PUB EC- 1211	Human Resource and Public Administration	4	0	0	4
					Total Credit				19

M.A. – II Semester Public Administration

School Code: HSS – 20 Subject Code: PUB - 26

S.N.	Name of Course	Name of School	Course	Paper Code	Name of Paper	Per Week Load			
						L	T	P	C
1	M.A. In Public Adm	School of Humanities & Social Science	Core Course I	PUB CC- 226	Principles of Organization & Management	4	1	0	5
2			Core Course II	PUB CC- 227	State Administration in India	4	1	0	5
3			Core Course III	PUB CC- 228	Research Methodology	4	1	0	5
4			Elective Course I	PUB EC-1220	Disaster Management in India or	4	0	0	4
5			Elective Course I	PUB EC- 1221	Civil Services in India	4	0	0	4
6			Open Elective	PUB OE- 1222	Understanding Feminism	2	0	0	2
7					One outside elective for our students	20	0		2
7					Total credit	21			

M.A. – III Semester Public Administration
School Code: HSS – 20 Subject Code: PUB - 26

S.N.	Name of Course	Name of School	Course	Paper Code	Name of Paper	Per Week Load			
						L	T	P	C
1	M.A. In Public Adm	School of Humanities & Social Science	Core Course I	PUB CC- 326	Decentralization and Local Self Government in India	4	1	0	5
2			Core Course II	PUB CC- 327	Gender and Administration	4	1	0	5
3			Core Course III	PUB CC- 328	Development Administration	4	1	0	5
4			Elective Course I	PUB EC- 1230	Project	4	0	0	4
5			Elective Course I	PUB EC- 1231	E-Governance in India	4	0	0	4
			Open Elective	PUB OE- 1232	Labour Law	2	0	0	2
6					One Outside Elective for our students	2	0	0	2
					Total Credit	21			

M.A. – IV Semester Public Administration
School Code: HSS – 20 Subject Code: PUB - 26

S.N.	Name of Course	Name of School	Course	Paper Code	Name of Paper	Per Week Load			
						L	T	P	C
1	M.A. In Public Adm	School of Humanities & Social Science	Core Course I	PUB CC- 426	Public Personnel Administration	4	1	0	5
2			Core Course II	PUB CC- 427	International Organization and Administration	4	1	0	5
3			Core Course III	PUB CC- 428	Financial Administration	4	1	0	5
4			Elective Course I	PUB EC-1240	Public Policy or	4	0	0	4
5			Elective Course I	PUB EC-1241	Public Institutions in India	4	0	0	4
					Total	19			
					Total Credit in 4 Semesters	80			

M. A. Semester I (Public Administration)

Paper - I (PUB CC- 126)

Administrative Thought

L	T	P	C
4	1	0	5

Maximum Marks: 100

Objectives: To help students to gain the deep insight and understanding about the administrative thoughts.

Learning outcomes: Learner will have a deep insight and understanding about administrative thinkers and their thoughts.

M. A. Semester I (Public Administration)

Paper-II (PUB CC-127)

Theories and Approaches of Public Administration

L	T	P	C
4	1	0	5

Maximum Marks: 100

Objectives: To help students to gain insight and understanding about the different theories and approaches of Public Administration.

Learning outcomes: Learner will gain insight and understanding about the different theories and approaches of Public Administration.

M. A. Semester I (Public Administration)

Paper-III (PUB CC- 128)

Comparative Public Administration

L	T	P	C
4	1	0	5

Maximum Marks: 100

Objectives: To help students to understand administration of various countries and able to do a comparative study.

Learning outcomes: Learner will learn and compare administration of various countries.

M. A. Semester I (Public Administration)

Paper-IV(PUB EC-1210)

Indian Administration

L	T	P	C
4	0	0	4

Maximum Marks: 100

Objectives: To help students to understand various nuances of Indian administration.

Learning outcomes: Learner will be able to develop understanding of various nuances of Indian administration.

M. A. Semester I (Public Administration)
Paper-V(PUB EC-1211)
Human Resource and Public Administration

L	T	P	C
4	0	0	4

Maximum Marks: 100

Objectives: To help students to understand the value of human resource.

Learning outcomes: Students learn the value of human resource.

M. A. Semester II (Public Administration)
Paper –I (PUB CC- 226)
Principles of Organization & Management

L	T	P	C
4	1	0	5

Maximum Marks: 100

Objectives: To help students to understand principles of organization and management in public administration.

Learning outcomes: Learner will be able to develop effective intra-organizational, inter-organizational, and public oral and written communication skills. Students will understand the principles and theories of management in public administration.

M. A. Semester II (Public Administration)
Paper -II (PUB CC – 227)
State Administration in India

L	T	P	C
4	1	0	5

Maximum Marks: 100

Objectives: To help students to understand the nuances of administration at the level of states in India.

Learning outcomes: Students will be able to have familiarity with the working of State and District Administration.

M. A. Semester II (Public Administration)
Paper- III (PUB CC- 228)
Research Methodology

L	T	P	C
4	1	0	5

Maximum Marks: 100

Objectives: To help students to understand the basics of research methodology.

Learning outcomes: Students will be able to understand the basics of research methodology and its practical applicability.

M. A. Semester II (Public Administration)
Paper- IV(PUB EC- 1220)
Disaster Management in India

L	T	P	C
4	0	0	4

Maximum Marks: 100

Objectives: To help students to understand how disasters should be avoided and managed.

Learning outcomes: Students will learn the legal provisions and administrative and government responsibilities towards disaster management.

M. A. Semester II (Public Administration)
Paper- V(PUB EC- 1221)
Civil Services in India

L	T	P	C
4	0	0	4

Maximum Marks: 100

Objectives: To help students to understand the principles and practices of civil service in India.

Learning outcomes: Students will have understanding of principles, structures and practices of civil services in India. It will be helpful in career building.

M.A. Semester II (Public Administration)
Paper VI (PUB OE- 1222)
Understanding Feminism

L	T	P	C
2	0	0	2

Maximum Marks: 100

Objective: To give an understanding of how feminism evolved and its place in Indian context.

Learning outcomes: Learner will be able to understand the growth of feminism in and its place in Indian context.

M.A. Semester III (Public Administration)
Paper –I (PUB CC -326)
Decentralization and Local Self Government in India

L	T	P	C
4	1	0	5

Maximum Marks: 100

Objectives: To help students to understand the concept of decentralization and functioning of local self government in India.

Learning outcomes: Learner will acquire the theoretical knowledge, benefits of decentralization and growth of local self-government in India. Also how it can help address local issues.

M.A. Semester III (Public Administration)

Paper - II (PUB CC- 327)

Gender and Administration

L	T	P	C
4	1	0	5

Maximum Marks: 100

Objectives: To help students to understand the interplay of gender and administration.

Learning outcomes: Learner will develop understanding of interplay of gender and administration.

M.A. Semester III (Public Administration)

Paper III (PUB CC-328)

Development Administration

L	T	P	C
4	1	0	5

Maximum Marks: 100

Objectives: To help students to understand the role of administration in developmental process.

Learning outcomes: Students will gain conceptual and theoretical understanding of Development Administration including the traditional administration. And also the interaction among bureaucracy and public, politicians and other experts.

M. A. Semester III (Public Administration)

Paper- IV(PUB EC- 1230)

Research Project

L	T	P	C
4	0	0	4

Maximum Marks: 100

Objectives: To help students experience research process.

Learning outcomes: Students will gain practical experience of how research is done thus gaining the capacity to do it later in life.

M.A. SemesterIII (Public Administration)
Paper-V (PUB EC-1231)
E-Governance in India

L	T	P	C
4	0	0	4

Maximum Marks: 100

Objective: To help students to understand the nuances of E-Governance in India.

Learning outcomes: Learner will be able to understand hoe e governance works and its benefits.

M.A. III Semester (Public Administration)
Paper –VI (PUB-OE 1232)
Administration of Labor Law in India

L	T	P	C
2	0	0	2

Maximum Marks: 100

Objective: To give an understanding and awareness about the various labor laws in India.

Learning Outcomes: Students will have an understanding about the constitutional provisions and policies for the welfare of labor.

M.A. Semester IV (Public Administration)
Paper -I (PUB CC- 426)
Public Personnel Administration

L	T	P	C
4	1	0	5

Maximum Marks: 100

Objectives: To help students to understand the nuances of public personnel administration.

Learning outcomes: Learner will have understanding about the decisions while recruiting, training, promoting, and transferring, and retirement to ensure organizational productivity.

M.A. Semester IV (Public Administration)
Paper-II (PUB CC-427)
International Organization and Administration

L	T	P	C
4	1	0	5

Maximum Marks: 100

Objectives: To help students to understand the structure and functioning of important international organizations.

Learning outcomes: Learner will have understanding of organizational aspects of International Organizations in establishing peace and justice.

M.A. SemesterIV(Public Administration)

Paper – III [PUB CC -428]

Financial Administration

L	T	P	C
4	1	0	5

Maximum Marks: 100

Objectives: To help students to understand various nuances of financial administration.

Learning outcomes: Learner will have in-depth view of fundamentals, types and process of budgeting with special reference to India.

M.A. Semester IV (Public Administration)

Paper - IV (PUB EC- 1240)

Public Policy

L	T	P	C
4	0	0	4

Maximum Marks: 100

Objectives: To help students to understand the concept of Public Policy.

Learning outcomes: Students will be able to have a deep insight about the impact of public policy on citizens and countries and how it is formulated and implemented.

M. A. Semester IV (Public Administration)

Paper- V (PUB EC- 1241)

Public Institutions in India

L	T	P	C
4	0	0	4

Maximum Mark 100

Objectives: To help students to understand important public institutions in India.

Learning outcomes: Students will be able to get an overview of important public institutions in India.