

Minutes of the Meeting of Board of the Study
Department of Political Science
Guru Ghasidas University, Bilaspur, Chhattisgarh
Minutes of the BOS Meeting held on 4.7.2019

The meeting of the BOS, Political Science was held in the department at 4.30 PM on 4.7.2019 to take decision on the following agenda:

1. to consider the syllabus for Pre- PhD Course work in Political Science: and
2. to consider the syllabus for Skill Enhancement Course in Political Science for Under Graduate students.

The following members were present in the meeting:

1. Dr. A. N. Panda, Head of Department and Chairman, BOS;
2. Prof. Anupama Saxena, Professor of Political Science, Guru Ghasidas Vishwavidyalaya;
3. Dr. Santwana Pandey, Asst. Professor in Political Science, Guru Ghasidas Vishwavidyalaya;
4. Prof. H. K. Sharma, Professor of Political Science, Allahabad University, External Member

The minutes of the DRC have been recorded as follows:

1. The meeting was held under the Chairmanship of Dr. A. N. Panda. At the beginning of the meeting Dr. A. N. Panda welcomed all the members present.
2. The following decisions were taken in the DRC after due consideration:
 - (a) the syllabus for Pre PhD Coursework in Political Science was passed:
 - (b) the syllabus for Skill Enhancement Course in Political Science for Under Graduate students was passed.

The following new courses were introduced in session 2019-20.

Sr. no.		
01.	SEC	Public Administration
02	SEC	Public Policy in India



विभागाध्यक्ष
HEAD
राजनीति विज्ञान एवं लोक प्रशासन विभाग
Department of Political Science
and Public Administration
गुरु घासीदास विश्वविद्यालय, बिलासपुर (छ.ग.)
Guru Ghasidas Vishwavidyalaya
BILASPUR (C.G.)



Department of Political Science

Syllabus of (SEC) for UG

Semester-III

PUBLIC ADMINISTRATION

Credits: 04

Objective: The course provides an introduction to the discipline of public administration. This paper encompasses public administration in its historical context with an emphasis on the various classical and contemporary administrative theories. The course also explores some of the recent trends, including feminism and ecological conservation and how the call for greater democratization is restructuring public administration. The course will also attempt to provide the students a comprehensive understanding on contemporary administrative developments.

UNIT: I. PUBLIC ADMINISTRATION AS A DISCIPLINE

- . Meaning, Definition, Nature and Significance
- . Scope
- Public Administration and Private Administration

UNIT: II. ORGANISATION: PRINCIPLE OF ORGANISATION

- . Hierarchy
- . Unity of Command
- . Coordination
- . Delegation
- . Centralization & Decentralization

UNIT: III. LEGISLATIVE CONTROL OVER ADMINISTRATION

UNIT: IV. EXECUTIVE CONTROL OVER ADMINISTRATION

UNIT: V. JUDICIAL CONTROL OVER ADMINISTRATION

Reading List

D. Rosenbloom, R. Kravchuk, and R. Clerkin, (2009) *Public Administration: Understanding Management, Politics and Law in Public Sector*, 7th edition, New Delhi: McGraw Hill

M. Bhattacharya, (2008) *New Horizons of Public Administration*, 5th Revised Edition, New Delhi: Jawahar Publishers

Shafritz, J. and Hyde, A. (eds.) *Classics of Public Administration*, 4th Edition, Forth Worth: Hartcourt Brace, 1997

N. Henry, *Public Administration and Public Affairs*, 12th edition, New Jersey: Pearson, 2013

Rumki Basu, *Public Administration: Concepts and Theories* Sterling Publishers, New Delhi 2014

B. Chakrabarty, And M. Bhattacharya, (eds.), *Public Administration: A Reader*, New Delhi: Oxford University Press, 2003

Manoj Sinha, (2010), *Prasashan Evm Lokniti*, New Deli: Orient Blackswan.

Sahni, P. & Vayunandan, E. (2010) *Administrative Theory*, New Delhi: Prentice Hall of India.

Sapru, R.K. (2013). *Administrative Theories and Management Thought* (Third Edition), Delhi: Prentice Hall of India

S. Maheshwari, *Administrative Thinkers*, New Delhi: Macmillan, 2009


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Fredrickson and Smith, 'Decision Theory', in *The Public Administration Theory Primer*. Cambridge: Westview Press, 2003.

A. Singh. *Public Administration: Roots and Wings*. New Delhi: Galgotia Publishing Company, 2002

F. Riggs, *The Ecology of Public Administration, Part 3*, New Delhi: Asia Publishing House, 1961

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B. Chakrabarty, *Reinventing Public Administration: The India Experience*. New Delhi: Orient Longman, 2007

4-3-19



Semester IV

PUBLIC POLICY IN INDIA

Credits: 04

Objective: The paper seeks to provide an introduction to the interface between public policy and administration in India. The essence of public policy lies in its effectiveness in translating the governing philosophy into programs and policies and making it a part of the community living. It deals with issues of decentralization, financial management, citizens and administration and social welfare from a non-western perspective.

UNIT: I. PUBLIC POLICY

Meaning, Definition, Characteristics and Significance

UNIT: II. PUBLIC POLICY FORMULATION

UNIT: III. PUBLIC POLICY IMPLEMENTATION

UNIT: IV. PUBLIC POLICY AND SOCIAL WELFARE

- . Meaning of Social Welfare
- . Relationship between Public Policy and Social Welfare

UNIT: V. CASE STUDIES OF PUBLIC POLICY

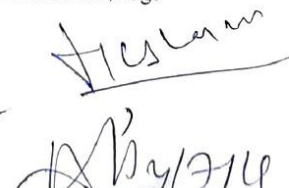
- . Right to Information
- . Employment: MNREGA

Reading List

- T. Dye, (1984) *Understanding Public Policy*, 5th Edition. U.S.A: Prentice Hall
- M. Howlett, M. Ramesh, and A. Perl, (2009), *Studying Public Policy: Policy Cycles and Policy subsystems*, 3rd edition, Oxford: Oxford University Press
- T. Dye. (2002) *Understanding Public Policy*, New Delhi: Pearson
- Y. Dror, (1989) *Public Policy Making Reexamined*. Oxford: Transaction Publication
- N.G.Jayal. *Democracy and The State: Welfare, Secular and Development in Contemporary India*, Oxford : Oxford University Press, 1999
- Noorjahan Bava. *Development Policies and Administration in India*, Delhi: Uppal Publishers, 2001
- Singh, S. and Sharma, P. (eds.) *Decentralization: Institutions and Politics in Rural India*. New Delhi: Oxford University Press, 2007. Jugal Kishore, *National Health Programs of India: National Policies and Legislations*. Century Publications, 2005
- K. Lee and Mills. *The Economic Of Health In Developing Countries*, Oxford: Oxford University Press, 1983
- K. Vijaya Kumar. *Right to Education Act 2009: Its Implementation as to Social Development in India*, Delhi: Akansha Publishers, 2012.
- Marma Mukhopadhyay and Madhu Parhar (ed.) *Education in India: Dynamics of Development*, Delhi: Shipra Publications, 2007
- Nalini Juneja. *Primary Education for All in the City of Mumbai: The Challenge Set By Local Actors'*, International Institute For Educational Planning, UNESCO: Paris, 2001
- Surendra Munshi and Biju Paul Abraham [eds.] *Good Governance, Democratic Societies and Globalization*, Sage Publishers, 2004


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N. Juneja



Evaluation criteria:

Marks distribution for **theory based SEC** will be as follows: Total 100 marks

Continuous Internal Assessment (CIA): 30 marks

End Semester Examination (ESE): 70 marks

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