

UNDERGRADUATE PROGRAMME IN PUBLIC ADMINISTRATION

PROPOSED SCHEME FOR CHOICE BASED CREDIT SYSTEM IN B.A. PROGRAMME IN PUBLIC ADMINISTRATION

FIRST YEAR SEMESTER –I

Code	Course Title	Course Type	HPW	Credits
BA 107	Basics of Public Administration	DSC	5	5

FIRST YEAR SEMESTER –II

Code	Course Title	Course Type	HPW	Credits
BA 207	Development Dynamics and Emerging Trends	DSC	5	5

SECOND YEAR SEMESTER –III

Code	Course Title	Course Type	HPW	Credits
BA 307	Union Administration	DSC	5	5

SECOND YEAR SEMESTER –IV

Code	Course Title	Course Type	HPW	Credits
BA 407	Union Administration	DSC	5	5

THIRD YEAR SEMESTER –V

Code	Course Title	Course Type	HPW	Credits
BA 502	Indian Constitution and Administration	GE	5+1	6
BA 507	Human Resources Management	DSC	4	4
BA508/A	Rural Governance	DSE	4	4
BA508/B	E-Governance- Concepts	DSE	4	4
BA 508/C	Public Office Administration	DSE	4	4

THIRD YEAR SEMESTER –VI

Code	Course Title	Course Type	HPW	Credits
BA602	Good Governance	GE	5+1	6
BA 607	Financial and Material Resources Management	DSC	4	4
BA608/A	Urban Governance	DSE	4	4
BA608/B	E-Governance- Case Studies	DSE	4	4
BA608/C	Technology and Office Administration	DSE	4	4

The following Courses are suggested keeping in view the guidelines of the Council for Higher Education, Government of Telangana regarding the common core syllabus. However, to begin with, the **First Four Courses** are suggested to launch the programme and the decision to launch the other **optional course/s** depends on the policy of the University/guidelines of SCHET/enabling provisions in the respective colleges.

Syllabus of the Courses

After broad discussion on the Courses to be offered in the first and second year of undergraduate study (UG) of Public Administration, it is resolved to outline the **Course Objectives and Expected Outcomes** of each course. Accordingly, the course objectives, the expected outcomes and the course content of all the courses are prepared and the details are given in the following pages. The expert committee also emphasized the need for orientation to the resource persons involved in preparation of learning material and the teachers on the new thrust of Public Administration teaching and learning.

1. Introduction to Public Administration (Compulsory)- DSC

Semester-I: Basics of Public Administration

Semester-II: Development Dynamics and Emerging Trends

2. Indian Administration (Compulsory)- DSC

Semester-III: Union Administration

Semester-IV: State Administration

3. Management of Resources (Compulsory)-DSC

Semester-V: Human Resources Management

Semester-VI: Financial and Material Resources Management

4. A. Local Governance and Development in India (Optional)-DSE

Semester-V: Rural Governance

Semester - VI: Urban Governance

Or

B. E-Governance (Optional)- DSE

Semester-V: E-Governance: Concepts, Institutions and Methods

Semester - VI: E-Governance: Case Studies

Or

C. Public Office Administration (Optional)- DSE

Semester - V: Office Management

Semester - VI: Technology and Office Administration

Summary of Credits

Sl. No	Course Category	No. Of Courses	Credits per Course	Credits
1	DSC	4	5	20
2	DSC	2	4	08
3	DSE	2 (Among ThreeOptional)	4	08
4	Total	4		36
5	GE	2	6	12

BA I Year

Course-1: Introduction to Public Administration

The Objectives of the Course are:

1. To understand the nature and scope of Public Administration;
2. To appreciate the methodological pluralism and synthesizing nature of knowledge in Public Administration;
3. To comprehend the changing paradigms of Public Administration;
4. To acquaint with the theories, approaches, concepts and principles of Public Administration;
5. To understand the administrative theories and concepts to make sense of administrative practices.
6. To understand the role of public services in the emergence and development of Telangana state

BA 107Semester-I: Basics of Public Administration

Module- I: Nature of Public Administration

- a. Meaning and Importance of Public Administration
- b. State and Evolution of Public Administration

Module-II: Relationship with other Social Sciences

- a. Law
- b. Political Science
- c. Economics
- d. Psychology

Module-III: Oriental and Classical Approaches

- a. Oriental Approach -Kautilya
- b. Classical Approach: Henri Fayol, Luther Gulick and Lyndall Urwick
- c. Scientific Management Approach: F.W.Taylor
- d. Bureaucratic Approach: Max Weber and Karl Marx

Module-IV: Human Relations and Behavioural Approaches

- a. Human Relations Approach –Elton Mayo
- b. Behavioural Approach: Herbert A. Simon
- c. Socio- Psychological Approach: Abraham Maslow; Mc Gregor, Rensis Likert

Module-V: Ecological and Social Justice Approaches

- a. Administrative Ecology: F.W.Riggs
- b. Social Justice Approach –B.R.Ambedkar
- c. Jyothirao Pule

BA 207 Semester-II: Development Dynamics and Emerging Trends

Module- I: Comparative & Development Administration

- a. Comparative Administration
- b. Development Administration
- c. Changing Dynamics of Development Administration

Module-II: Emerging Trends-I

- a. New Public Administration – Minnowbrook-I
- b. New Public Administration – Minnowbrook-II
- c. New Public Administration – Minnowbrook-III

Module-III: Market Theories

- a. Public Choice Approach
- b. New Public Management

Module-IV: Emerging Trends-I

- a. Public Policy and Governance
- b. Role of Public Services in the Emergence and Development of New State of Telangana

Module-V: Emerging Trends-II

- a. Globalization and Public Administration
- b. Present Status of Public Administration in the context of Globalization

Expected Outcomes

After study of the Course-1, the learner should be able to:

- Appreciate the nature, scope and changing paradigms of Public Administration;
- Understand the synthesizing nature of knowledge of public administration from public perspective;
- Grasp the administrative theories, concepts and principles to make sense of administrative practices.