



॥ सा विद्या या विमुक्तये ॥

स्वामी रामानंद तीर्थ मराठवाडा विद्यापीठ, नांदेड

'ज्ञानतीर्थ', विष्णुपुरी, नांदेड - ४३१ ६०६ (महाराष्ट्र राज्य) भारत

SWAMI RAMANAND TEERTH MARATHWADA UNIVERSITY, NANDED

'Dnyanteerth', Vishnupuri, Nanded - 431 606 (Maharashtra State) INDIA

Established on 17th September, 1994, Recognized By the UGC U/s 2(f) and 12(B), NAAC Re-accredited with 'B++' grade

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मानवविज्ञान विद्याशाखे अंतर्गत राष्ट्रीय शैक्षणिक धोरणानुसार पदव्युत्तर स्तरावरील प्रथम वर्षाचे अभ्यासक्रम शैक्षणिक वर्ष २०२३-२४ पासून लागू करण्याबाबत.

परिपत्रक

संदर्भ:- १. जा.क्र.शै-१/एनईपी२०२०/मानवविज्ञान-अक्र-/२०२३-२४/१३२ दिनांक ०६/०७/२०२३.

२. जा.क्र.शै-१/एनईपी२०२०/मानवविज्ञान-अक्र-/२०२३-२४/१२९ दिनांक ३०/०६/२०२३.

या परिपत्रकान्वये सर्व संबंधितांना कळविण्यात येते की, संदर्भीय परिपत्रकान्वये दिनांक १६ जून २०२३ रोजी संपन्न झालेल्या मा. विद्यापरिषदेच्या बैठकीतील एनवेळचा विषय क्र. ०७/५६-२०२३ अन्वये मान्यता दिल्यानुसार मानवविज्ञान विद्याशाखे अंतर्गत राष्ट्रीय शैक्षणिक धोरणानुसार अभ्यासक्रम शैक्षणिक वर्ष २०२३-२४ पासून लागू करण्यात आलेले आहेत. तथापी वरील संदर्भीय परिपत्रक १ व २ अन्वये प्रकाशित केलेल्या अभ्यासक्रमामध्ये अभ्यासमंडळानी किरकोळ दुरुस्ती करून अभ्यासक्रम सादर केले आहेत. त्यानुसार दुरुस्तीसह खालील अभ्यासक्रम लागू करण्यात येत आहेत.

1. M. A. Marathi I year (Affiliated Colleges)
2. M. A. Urdu I year (Affiliated Colleges)
3. M. A. Public Administration I year (Affiliated Colleges)

सदरील परिपत्रक व अभ्यासक्रम प्रस्तुत विद्यापीठाच्या www.srtmun.ac.in या संकेतस्थळावर उपलब्ध आहेत. तरी सदरील बाब ही सर्व संबंधितांच्या निदर्शनास आणून द्यावी, ही विनंती.

'ज्ञानतीर्थ' परिसर,
विष्णुपुरी, नांदेड - ४३१ ६०६.
जा.क्र.:शैक्षणिक-१/परिपत्रक/एनईपीपीजी/मानवविज्ञानअक्र/
२०२३-२४/२३८
दिनांक : २२.०८.२०२३.



आपली विश्वासू
C. J. J.
सहा कुलसचिव
शैक्षणिक (१-अभ्यासमंडळ) विभाग

प्रत माहिती व पुढील कार्यवाहीस्तव :

- १) मा. अधिष्ठाता, मानवविज्ञान विद्याशाखा, प्रस्तुत विद्यापीठ.
- २) मा. संचालक, परीक्षा व मूल्यमापन मंडळ यांचे कार्यालय, प्रस्तुत विद्यापीठ.
- ३) मा. प्राचार्य, सर्व संबंधित महाविद्यालये, प्रस्तुत विद्यापीठ.
- ४) सिस्टम एक्सपर्ट, शैक्षणिक विभाग, प्रस्तुत विद्यापीठ. यानां देवून कळविण्यात येते की, सदरील परिपत्रक विद्यापीठाच्या संकेतस्थळावर प्रसिध्द करण्यात यावे.



Swami RamanandTeerth
Marathwada University, Nanded-431 606



(Structure and Syllabus of Two Year Multidisciplinary Post Graduate Degree Program in Humanities with Multiple Entry and Exit option)

Two Year Master Degree Programme

Major in Public Administration
(Affiliated College)

Under the faculty of Humanities

Effective from Academic Year -2023-2024
(As per NEP-2020)

From the Desk of Dean.....

NEP 2020 proposes a new and forward-looking vision for India's Higher Education System through quality universities and colleges. Its key is in the curriculum and its practical implementation.

The curriculum must be exciting, relevant, and regularly updated to align with the latest knowledge requirements and meet specified learning outcomes. High-quality pedagogy is necessary to impart the curricular material to students successfully; pedagogical practices determine the learning experiences provided to students, thus directly influencing learning outcomes. The assessment methods must be scientific, designed to improve learning continuously test the knowledge application.

The university's proper framing and development of syllabi will result in the upbringing and nourishment of multidisciplinary and holistic citizens. Emphasis is on outcome-based learning. Every course has well-defined objectives and outcomes. The assessment guidelines also provide clarity and precision to the vision behind prescribing the particular course content.

NEP foresees more vibrant, socially engaged, cooperative communities and a happier, cohesive, cultured, productive, innovative, progressive, and prosperous nation. The introduction of Research Methodology and ethics will widen the vision and broaden the perspectives of the learners.

Introducing Case Studies and Field Projects has created a unique opportunity for the higher education institute to bridge the gap between the academia, industry and the community NEP believes effective learning requires a comprehensive approach that involves an appropriate curriculum, engaging pedagogy, continuous formative assessment, and adequate student support.

We are sure that the Postgraduate centers of this university and its affiliated colleges will implement the course effectively and successfully, resulting in a healthy and more creative academic ambience.

Prof. Ajay Tengse,

Dean, Faculty of Humanities,

Dr. Vikas Sukale,

Asso. Dean, Faculty of Humanities,

Swami RamanandTeerthMarathwada University, Nanded.

From Desk of Chairman, Board of Studies in the Subject Public Administration

Preamble:

Education is a critical process for realizing one's full potential, creating a more just and equal community, and advancing national progress. In terms of economic growth, social fairness and equality, scientific advancement, national integration, and cultural preservation, ensuring universal access to high-quality education is critical to India's continuing rise and leadership on the world arena. In this context, the politics and Public Administration is related with the life of every human being of the India. Every citizen of India must know the need, role and importance of curriculum of Public Administration. Public Administration as a discipline of Social Science, it deals with understanding the social structures and methods used to manage a government or State. It also encompasses the Historical, Philosophical, Constitutional, and Legal foundation of the administrative system. It further provides scope to identify the administrative values and ideas, governing institutions and their policy making process. The subject increases the ability to address the functions and processes of administration in Local, State, National and International levels. It ensures that students acquire citizenship skills and engage as active citizens by appreciating human diversity. This subject is interdisciplinary by nature and draws upon other social disciplines or branches of knowledge and there by influenced by them in many ways.

This branch of Social Science makes able to every citizen of nation to know about the loopholes in the administrative system as well as the roles of administrator in the overall development of the nation and helps to criticize and suggest some new ideas and ways to formulate an adequate welfare administrative system.

This curriculum is helpful to make the students able to acquire the knowledge about its different streams like, Organizational Management, Social Welfare Administration, Economic Administration, International administration, E-Administration and Disaster Administration. The curriculum of Public Administration is organized in a systematic manner to facilitate students to have an understanding of administrative system, terms and terminologies, theories, practice, policies, systems, processes and behavior. The contents enrich student's writing, communication and develop knowledge about current, future and past administrative systems across the world. An earnest effort is directed towards laying the foundation for a serious engagement with the discipline and developing competencies that prepare students for higher education, learning, and acquiring knowledge about constitution as well as Indian Administrative System and its role in the development of citizens.

I, as Chairman, Board of Studies in Public Administration Swami Ramanand Teerth Marathwada University, Nanded, happy to state here that, Program Educational Objectives were finalized in a meeting where 8 members from different institutes were attended, who were either Heads or their representatives of Public Administration Department. The Program Educational Objectives finalized for Post Graduate in Public Administration are listed below;

Program Objectives in Public Administration

- To understand the importance of concepts and research techniques in Public Administration.
- To familiarize the students with the basic idea's thought sand theories in Public Administration.
- To help them to understand and make distinction among Public Administration and help them to understand the importance of in the national and global contexts.
- To help them to understand the emergence, and growth of modern Administration and give them an idea of their functioning and relate them to the administrative realities.
- To equip them to critically relate the theoretical aspects of Public Administration to the Socio-Economic and Administrative facts of our times.

Program Learning Outcomes in Public Administration:

At the end of the successful completion of the course, the students will be able to-

- To acquire domain interdisciplinary knowledge through the discipline of Public Administration.
- Study and analyze administrative contexts from critical and constructive prospective.
- Have a better understanding of the working of various administrative institutions and relate this functioning to the greater cause of nation building as a responsible citizen.
- To gain/achieve Critical thinking and develop the ability to make logical/ rational inferences about Socio- Economic and Administrative issues, on the basis of Comparative and Contemporary Administrative discourses in India and Global.
- Thinking about National and International issues involving State shaving various Administrative Ideologies and historical contexts.
- Pursue higher education such as Post Graduate Studies and Research in Public Administration and in other interdisciplinary areas to provide qualitative insights to create a better world. In addition to above more program educational objectives of their own may be added by affiliated Institutes. In addition to Program Educational Objectives, for each course of under Postgraduate program, objectives and expected out comes from learner's point of view a real so included in the curriculum to support the philosophy of outcome-based education. I believe strongly that small step taken in right direction will definitely help in providing quality education to the stakeholders.

Professor (Dr.) Shaikh Mohmmad Hanif Ismailsab

Chairman, Board of Studies in the Public Administration

Swami Ramanand Teerth Marathwada University, Nanded



Swami Ramanand Teerth Marathwada University, Nanded
Members of the Board of Studies in the subject of Public Administration
Under the faculty of Humanities

Sr No	Name of the Member	Designation	Address with Mail id	Contact No.
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Swami Ramanand Teerth Marathwada University, Nanded
Faculty of Humanities, Majorin Public Administration (DSC)

Credit Framework of Two-Year PG Program for the faculty of Humanities

Year & Level	Sem.	Major Subject		RM	OJT/FP	Research Project	Credits	Total Credits
		(DSC)	(DSE)					
1	2	3	4	5	6	7	8	9
1	1	HPUBC501(4Cr) HPUBC502(4Cr) HPUBC503(4Cr)	Elective HPUBE501(4Cr)	<i>Research Methodology</i> HPUBR501 (4Cr)	---	----	20	40
	2	HPUBC551(4Cr) HPUBC552(4Cr) HPUBC553(4Cr)	Elective HPUBE551(4Cr)	---	Field Project HPUBF551 (4Cr)	---	20	
2	3	HPUBC601(4Cr) HPUBC602(4Cr) HPUBC603(4Cr)	Elective HPUBE601(4Cr)	---	---	Research Project (Field Survey) HPUBF601 (4 Cr)	20	40
	4	HPUBC651(4Cr) HPUBC652(4Cr) HPUBC653(2Cr)	Elective HPUBE651(4Cr)	---	---	Research Project HPUBR651 (6Cr)	20	
Total Credits		46	16	04	04	10	80	

Abbreviations:

DSC: Department/Discipline Specific Core (Major)

DSE: Department/Discipline Specific Elective (Major)

OJT: On Job Training: (Internship/Apprenticeship) **FP:** Field Projects

RM: Research Methodology **RP:** Research Project/Dissertation



Swami Ramanand Teerth Marathwada University, Nanded
Faculty of Humanities Major in Public Administration (DSC)

Post Graduate-First Year Programme of Semester-I (Level6)

Teaching Scheme

	Course Code	Course Name	Credits Assigned			Teaching Scheme (Hrs./week)		
			Theory	Practical	Total	Theory	Practical	Total
Major	HPUBC501	Basic Introduction to Public Administration	04	--	04	04	----	04
	HPUBC502	Principles of Organizational Management	04	---	04	04	----	04
	HPUBC503	Social welfare Administration in India	04	--	04	04	---	04
Major-Electives	HPUBE501	Economic Administration	04	--	04	04	---	04
Research Methodology	HPUBR501	Fundamentals of Research Methodology	04	----	04	04	-----	04
Total Credits			20	--	20	20	---	20



Swami Ramanand Teerth Marathwada University, Nanded
Faculty of Humanities Major in Public Administration (DSC)

Post Graduate-First Year Programme, Semester-II (Level6)
Teaching Scheme

	Course Code	Course Name	Credits Assigned			Teaching Scheme (Hrs./week)		
			Theory	Practical	Total	Theory	Practical	Total
Major	HPUBC551	International Administration	04	--	04	04	----	04
	HPUBC552	E-Administration & Good Governance	04	---	04	04	----	04
	HPUBC553	Disaster Administration	04	--	04	04	---	04
Major - Electives	HPUBE551	New Trends in Public Administration	04	--	04	04	---	04
Field Project	HPUBF551	Field Project	04	----	04	04	-----	04
Total Credits			20	--	20	20	---	20



Swami Ramanand Teerth Marathwada University, Nanded
Faculty of Humanities Major in Public Administration DSC

Post Graduate First Year Programme, Semester-I (Level6)
Examination Scheme

[20% Continuous Assessment (CA) and 80% End Semester Examination (ESE)]

(For illustration we have considered a paper of 02 credits, 50marks, needs to be modified depending on credits of individual paper)

Subject	Course Code	Course Name	Theory				ESE Total	Total Col.(7 +8)
			Continuous Assessment (CA)			Avg ofT1+T2+As si. /3		
			Test I	Test II	Assignment			
01	02	03	04	05	06	07	08	09
Major	HPUBC501	Basic Introduction to Public Administration	20	20	20	20	80	100
	HPUBC502	Principles of Organizational Management	20	20	20	20	80	100
	HPUBC503	Social welfare Administration in India	20	20	20	20	80	100
Major- Electives	HPUBM501	Economic Administration	20	20	20	20	80	100
Research Methodology	HPUBR501	Fundamentals of Research Methodology	20	20	20	20	80	100



Swami Ramanand Teerth Marathwada University, Nanded
Faculty of Humanities Major in Public Administration (DSC)

Post Graduate First Year Programme, Semester-II (Level6)
Examination Scheme

[20% Continuous Assessment (CA) and 80% End Semester Examination (ESE)]

(For illustration we have considered a paper of 02 credits, 50 marks, needs to be modified depending on credits of individual paper)

Subject	Course Code	Course Name	Theory				Total Col.(7+8)	
			Continuous Assessment (CA)			ESE		
			Test I	Test II	Assignment	Avg of T1+T2+Assi. /3		Total
01	02	03	04	05	06	07	08	09
Major	HPUBC551	International Administration	20	20	20	20	80	100
	HPUBC552	E-Administration & Good Governance	20	20	20	20	80	100
	HPUBC553	Disaster Administration	20	20	20	20	80	100
Major- Electives	HPUBM551	New Trends in Public Administration	20	20	20	20	80	100
Field Project	HPUBF551	Field Project	20	20	20	20	80	100



Swami Ramanand Teerth Marathwada University, Nanded
Faculty of Humanities Major in Public Administration (DSC)

Post Graduate-First Year Programme, Semester-I

Paper Code: HPUBC501

Paper Title: Basic Introduction to Public Administration
(Major)

Curriculum Details

Course pre-requisite:

The Role of Public Administration is very important in development of India. With the expansion of the Government activities of modern state, public administration has assumed great significance in modern society. Student must have completed a course of 24 credits at the graduate level in Public Administration to be admitted to the Post Graduate Public Administration course.

Course objectives:

1. Students introduce the basic knowledge of the subject.
2. To give the information of development of public Administration.
3. To give the information about Approaches and theories.
4. To understand the new concept of Public Administration in modern era.

Course outcomes:

1. Students will understand the basic of knowledge of the subject.
2. Students will understand origin and development of the public Administration as a subject.
3. The theoretical perspectives will develop in the subject.
4. Students will familiarize with the current trends in public administration.



**Swami Ramanand Teerth Marathwada University, Nanded
Faculty of Humanities Major in Public Administration (DSC)**

Post Graduate-First Year Programme, Semester-I

Paper Code: HPUBC 501

Paper Title: Basic Introduction to Public Administration (Major)

Curriculum Details (for 4 Credits)

Module No.	Unit No.	Name of Topic	Hrs. Required to cover the contents 1Hrs. =6 0M.
1.0		Public Administration	
	1.1	Meaning	12
	1.2	Nature	
	1.3	Scope	
	1.4	Importance	
2.0		Evaluation of Public Administration	
	2.1	As a process	12
	2.2	As a Discipline	
	2.3	Current status as a Discipline in India	
	2.4	Impact of New Economic policy on Public Administration	
3.0		Theories and Approaches	
	3.1	Classical Theory	12
	3.2	Human relation theory	
	3.3	Behavioral theory	
	3.4	Structural and Functional theory	
4.0		New Concept in Public Administration	
	4.1	Public Private partnership	12
	4.2	Good. Governance	
	4.3	New public Management	
	4.4	Civil society	
5.0		New trends in modern public Administration	
	5.1	E-Administration	12
	5.2	Citizen charter	
	5.3	Right to information act	
	5.4	ICT and Public Administration	
Total			60

Text books

1. काने अ.वि. (२००१) लोकप्रशासन (प्रथम आवृत्ती), विद्या प्रकाशन, नागपूर
2. के.सागर (१९९९) लोकप्रशासन (प्रथम आवृत्ती) के.सागर प्रकाशन ,पुणे
3. पाटील बी. बी. (२००२) लोकप्रशासन (प्रथम आवृत्ती) फडके प्रकाशन, कोल्हापूर
4. भोगले शांताराम (१९८९) लोकप्रशासन सिध्दांत वकार्यपद्धती (प्रथम आवृत्ती), कैलास पब्लिकेशन, औरंगाबाद
5. बोरा पारस व शिरसाठ श्याम, (२०१३) लोकप्रशासन शास्त्र (प्रथम आवृत्ती) विद्या बुक पब्लिकेशन्स, औरंगाबाद.
6. पोहेकर प्रिती, (२००८), लोकप्रशासनाची मुलतत्वे (प्रथम आवृत्ती) अरुणा प्रकाशन, लातूर.
7. खुमसे स्मिता व ऊर्मीला रेड्डी (२०११) लोकप्रशासनाची मुलतत्वे, (प्रथम आवृत्ती) अरुणा प्रकाशन, लातूर
8. भुताळे पी.व्ही. व वडवळे बी., (२००७) लोकप्रशासन (प्रथम आवृत्ती), सह्याद्री प्रकाशन, नांदेड

References

1. Awasthi and Maheshwari (1986) public Administration, (first edition), Premier Press, Agra
2. Awasthi and Maheshwari (2007) Public Administration, Laxmi Narayan Agrawal, Agra
3. Tyagi A.R. Public Administration (First Edition), Atmaram and Sons Publication, New Delhi
4. Bhattacharya Mohit New Horizon of Public Administration (first edition), Jawaher Publication, New Delhi
5. फडिया बी.एल. (2001) लोकप्रशासन (प्रथम आवृत्ती), साहित्य भवन पब्लिकेशन, नईदिल्ली
6. फडिया बी. एल. (2001) उच्चतर लोकप्रशासन (प्रथम आवृत्ती) साहित्य भवन प्रकाशन, आगरा.
7. कटारिया सुरेंद्र (2002) लोकप्रशासन (प्रथम आवृत्ती), नेशनल पब्लिकेशन हाउस, नईदिल्ली.
8. एम. लक्ष्मीकांत (2006) लोकप्रशासन (प्रथम आवृत्ती), टाटा मॅकग्राहील, नईदिल्ली.



Swami Ramanand Teerth Marathwada University, Nanded
Faculty of Humanities Major in Public Administration (DSC)

Post Graduate-First Year Programme, Semester-I

Paper Code: HPUBC502

Paper Title: Principles of Organizational Management (Major)

Curriculum Details

Course pre-requisite:

The Role of Public Administration is very important in development of India. With the expansion of the Government activities of modern state, public administration has assumed great significance in modern society. Student must have completed a course of 24 credits at the graduate level in Public Administration to be admitted to the Post Graduate Public Administration course.

Course objectives

1. To provide detailed knowledge about effective management of Organization.
2. To gain skills in various principles of Organizational management.
3. To make students know about functions of Organizational management.

Course outcomes:

1. It provides support to students to start their new startups business.
2. It helps managers can allocate and use business resources properly with effective planning.
3. It helps the management staff to achieve organizational goals.
4. It provides a path for future goals of Organization



Swami Ramanand Teerth Marathwada University, Nanded
Faculty of Humanities Major in Public Administration (DSC)

Post Graduate-First Year Programme, Semester-I

Paper Code: HPUBC502

Paper Title: Principles of Organizational Management (Major)

Curriculum Details: (for 4 Credits)

Module No.	Unit No.	Name of Topic	Hrs. Required to cover the contents 1Hrs. = 60M.
1.0		Management	12
	1.1	Meaning	
	1.2	Nature of Management	
	1.3	Function of Management	
	1.4	Importance of Management	
2.0		Planning	12
	2.1	Meaning	
	2.2	Process (Steps) of Planning	
	2.3	Types of Planning	
	2.4	Elements of Good Planning	
3.0		Organization	12
	3.1	Meaning	
	3.2	Nature of Organization	
	3.3	Significance of Organization	
	3.4	Types of Organization	
4.0		Directing	12
	4.1	Motivation -concept	
	4.2	Characteristics of Motivation	
	4.3	Objectives of Motivation	
	4.4	Theories or Module of Motivation	
5.0		Controlling	12
	5.1	Meaning	
	5.2	Process of Control	
	5.3	Technique of control	
	5.4	Effective Control System	
Total			60

Text books

1. डॉ.देशमुख प्रभाकर, (१९८२) व्यवस्थापन प्रक्रिया (प्रथम आवृत्ती), पिंपळापुरे प्रकाशन, नागपूर
2. सराफ मोहन आणि दापके रमेश (२००२) व्यवस्थापनाची मुलतत्वे (प्रथम आवृत्ती) विद्या प्रकाशन, नागपूर
3. डॉ.कानेटकर मेधा, (२०१२) व्यवसाय व्यवस्थापनाची मुलतत्वे (प्रथम आवृत्ती) श्री साईनाथ प्रकाशन, नागपूर
4. कोलते एस.एम., (२०१३)व्यवसाय व्यवस्थापन(प्रथम आवृत्ती) प्रशांत पब्लिकेशन, जळगांव
5. डॉ. मित्र माधवी आणि प्रा. जोशी वसुधा, (१९९१) संघटना आणि व्यवस्थापन (प्रथम आवृत्ती) सुविचार प्रकाशन मंडळ, पुणे
6. डॉ. मिरासे एस.पी. डॉ. मोरे जे.बी. व प्रा. जैन एस. व्ही. (२०१३) आधुनिक व्यवस्थापनाची तत्वे (प्रथम आवृत्ती) प्रशांत पब्लिकेशन, जळगांव
7. डॉ. शैलजा भंगाळे, प्रा. कुंदा बाविस्कर,(२०१५),वर्ग संघटन आणि व्यवस्थापन, प्रशांत पब्लिकेशन्स, जळगांव

References:

1. Dr. P.C. Tripathi & Reddy P.N., (2007) Principals of Management (6th Edition), Tata MCGraw Hills, New Delhi
 2. Dr. K. Natrajan, Dr. K.P. Ganesan, (2013) Principals of Management (7th Edition), Himalaya Publishing House, Hyderabad
 3. Dr. J. Ramaswamy, (2014) Principals of Management (1st Edition), Himalaya Publishing House, Hyderabad
 4. Dr. P. Subba Rao, (2014) Management (2nd Edition), Himalaya Publishing House, Hyderabad
 5. L.M. Prasad, (2021) Principles and Practices of Management (20th Edition), Sultan Chand & Sons – Uttar Pradesh
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Swami Ramanand Teerth Marathwada University, Nanded
Faculty of Humanities Major in Public Administration (DSC)

Post Graduate-First Year Programme, Semester-I

Paper Code: HPUBC503

Paper Title: Social welfare Administration in India (Major)

Curriculum Details

Course pre-requisite:

The Role of Public Administration is very important in development of India. With the expansion of the Government activities of modern state, public administration has assumed great significance in modern society. Student must have completed a course of 24 credits at the graduate level in Public Administration to be admitted to the Post Graduate Public Administration course.

Course objectives:

1. Students will understand the basic concepts and nature of social welfare Administration.
2. Students will understand the nature, role and importance of social welfare Administration.
3. Students will prepare for working in social sector.
4. Students will familiarize with the nature and scope of welfare Administration in India.
5. Students will understand various sectors of social welfare.

Course outcomes:

1. In depth understanding of nature, scope of social welfare Administration.
2. Students will sensitize with social welfare activities.
3. Students will prepare themselves to gate participation in administration work related to social welfare.



Swami Ramanand Teerth Marathwada University, Nanded

Faculty of Humanities Major in Public Administration (DSC)

Post Graduate-First Year Programme, Semester-I

Paper Code: HPUBC503

Paper Title: Social welfare Administration in India (Major)

Curriculum Details: (for 4 Credits)

Module No.	Unit No.	Name of Topic	Hrs. Required to cover the contents 1Hrs.=60M.
1.0		Social welfare	
	1.1	Meaning	12
	1.2	Nature	
	1.3	Scope	
	1.4	Importance	
2.0		Welfare state in India	
	2.1	Meaning of welfare state	12
	2.2	Nature of welfare state	
	2.3	Scope of welfare state	
	2.4	Nature of India's welfare state	
3.0		Organizational structure of welfare Administration	
	3.1	Ministry of Social Justice and Empowerment	12
	3.2	Central Social welfare Board	
	3.3	State Social welfare Board	
	3.4	Role of NGO and Voluntary Organization in Social welfare	
4.0		Major sector of welfare	
	4.1	Health	12
	4.2	Education	
	4.3	Agriculture	
	4.4	Unemployment	
5.0		Types of welfare	
	5.1	Women welfare	12
	5.2	Child welfare	
	5.3	Youth welfare	
	5.4	Physical handicap welfare	
Total			60

Text books

1. लक्ष्मण कोत्तापल्ले (२०१४) भारतातील सामाजिक कल्याण प्रशासन व समाजकार्य (दुसरी आवृत्ती), विद्या बुक पब्लिकेशन्स, औरंगाबाद
2. लक्ष्मण कोत्तापल्ले (२००९) भारतातील सामाजिक कल्याण प्रशासन (प्रथम आवृत्ती) विद्या बुक पब्लिकेशन्स, औरंगाबाद
3. आर.डी.सचदेव अनु. वासंती फडके व सत्यवती राऊळ (२०१०) समाज कल्याण व समाज कल्याण प्रशासन (प्रथम आवृत्ती), के.सागर प्रकाशन, पुणे
4. अमोल घोटके (२०१३) भारतातील मानवसंसाधन विकास (प्रथम आवृत्ती), युनिक ऍकॅडमी व पब्लिकेशन्स, पुणे

References

1. Sachdev D.R. (1992) Social welfare Administration in India (First Edition), Kitab Mahal, New Delhi
2. Patti Rino, J.(1983) Social welfare Administration: Managing Social Programmes in a Development Context (First Edition), Prentice Hall, New Delhi
3. Patti Rino, J.(2000) The Handbook of Social Welfare Management, Sage, New Delhi
4. Dr. D. Paul, Choudhary (1979) Social welfare Administration, Atmaram and Sons, New Delhi
5. कटारिया सुरेंद्र (२०१०) सामाजिक प्रशासन (पांचवा संस्करण), RBSA पब्लिकेशन, जयपूर
6. सचदेव आर.डी. (2003) भारत में समाज कल्याण प्रशासन (प्रथम संस्करण), किताब महल, इलाहाबाद
7. मिश्र दयाकृष्ण (1994) सामाजिक प्रशासन, (प्रथम संस्करण), कालेज डेपो, जयपूर



Swami Ramanand Teerth Marathwada University, Nanded
Faculty of Humanities Major in Public Administration (DSE)
Post Graduate-First Year Programme, Semester-I
Paper Code: HPUBE501
Paper Title: Economic Administration (Major -Electives)
Curriculum Details

Course pre-requisite:

The Role of Public Administration is very important in development of India. With the expansion of the Government activities of modern state, public administration has assumed great significance in modern society. Student must have completed a course of 24 credits at the graduate level in Public Administration to be admitted to the Post Graduate Public Administration course.

Course objectives:

1. To provide basic concepts related to economic development and economic growth.
2. To gain knowledge in Economic reforms, policies, regulation and Acts.
3. To give clarity on various aspects of Indian Economy like new industrial policy, LPG model, etc.

Course outcomes:

1. Students can learn the Indian Economy concepts which help for preparing UPSC, MPSC and other competitive exams.
2. Its help Manager and executives of Organization for implementation of policies
3. It helps all the sector of people in the society to know update s about amendment in Acts, policies, rules and regulations in Indian Economy.



Swami Ramanand Teerth Marathwada University, Nanded

Faculty of Humanities Major in Public Administration (DSE)

Post Graduate-First Year Programme, Semester-I

Paper Code: HPUBE501

Paper Title: Economic Administration (Major -Electives)

Curriculum Details (for 4 Credits)

Module No.	Unit No.	Name of Topic	Hrs. Required to cover the contents 1Hrs.=60M.
1.0		Economic Administration	12
	1.1	Meaning	
	1.2	Nature	
	1.3	Scope	
	1.4	Importance	
2.0		Constitutional Provisions for Economic Administration	12
	2.1	Constitutional Economic importance	
	2.2	Economic aspects of constitutional Fundamental rights	
	2.3	Directive principles of constitutional Economic provisions	
	2.4	Reality of implementation of State Directive principles	
3.0		Economic policy in India since independence	12
	3.1	Concept of Mixed Economy	
	3.2	Industrial policy Resolution -1948	
	3.3	Industrial policy Resolution -1956	
	3.4	Industrial policy Resolution -1991	
4.0		Public Enterprises	12
	4.1	Meaning	
	4.2	Features	
	4.3	Growth of Public Enterprises in India	
	4.4	Problems before Public Enterprises	
5.0		New Economic Policy	12
	5.1	Liberalization	
	5.2	Privatization	
	5.3	Globalization	
	5.4	Disinvestment	
Total			60

Text books

- 1.कोतापल्ले लक्ष्मन, (२०१७), भारताचे आर्थिक धोरण आणि प्रशासन (प्रथम आवृत्ती), विद्या प्रकाशन, औरंगाबाद
2. माथुर बी. एल., (२०१६) आर्थिक निती एवं प्रशासन(प्रथम संस्करण), आर.बी.एस.ए. पब्लिकेशन, जयपूर
3. माथुर बी. एल., (२०१०) आर्थिक निती (प्रथम संस्करण) , अर्जुन पब्लिशिंग हाऊस, नई दिल्ली

References

1. Ruddar Datta & K. Sundaram, (2023) Indian Economy (72 Edition) , S. Chand & Company, New Delhi
2. M. J. Thavraj, (2003) Financial Administration of India (7thEdition), S. Chand & Sons, New Delhi
3. Mahajan Anupama, Mahajan Sanjeev, (2021) Financial Administration in India (2nd Edition), PHI Learning Pvt. Ltd., New Delhi.



Swami Ramanand Teerth Marathwada University, Nanded
Faculty of Humanities Major in Public Administration (DSE)

Post Graduate-First Year Programme, Semester-I

Paper Code: HPUBR501

Paper Title: Fundamentals of Research Methodology

Curriculum Details

Course pre-requisite:

The Role of Public Administration is very important in development of India. With the expansion of the Government activities of modern state, public administration has assumed great significance in modern society. Student must have completed a course of 24 credits at the graduate level in Public Administration to be admitted to the Post Graduate Public Administration course.

Course Objectives

The main objective of this course is to introduce the basic concepts in research methodology in Social science. This course addresses the issues inherent in selecting a research problem and discusses the techniques and tools to be employed in completing a research project. This will also enable the students to prepare report writing and framing Research proposals.

Course Outcomes

1. Students who complete this course will be able to understand and comprehend the basics in research methodology and applying them in research/ project work.
2. This course will help them to select an appropriate research design.
3. With the help of this course, students will be able to take up and implement a research project/ study.
4. The course will also enable them to collect the data, edit it properly and analyze it accordingly. Thus, it will facilitate students' prosperity in higher education.
5. The Students will develop skills in qualitative and quantitative data analysis and presentation.
6. Students will be able to demonstrate the ability to choose methods appropriate to research objectives.



Swami Ramanand Teerth Marathwada University, Nanded
Faculty of Humanities Major in Public Administration DSE
Post Graduate-First Year Programme, Semester-I
Paper Code: HPUBR501
Paper Title: Paper Title: Fundamentals of Research Methodology
Curriculum Details (for 4 Credits)

Module No.	Unit No.	Name of Topic	Hrs. Required to cover the contents 1Hrs.=60M.
1.0		Basics in Social Science Research	12
	1.1	Social Science Research: meaning and significance	
	1.2	Objective of Social Science Research	
	1.3	Steps of scientific research	
	1.4	Types of Research: Historical and Analytical, Quantitative and Qualitative, Empirical and Normative	
2.0		Research Design & Hypothesis	12
	2.1	Experimental and exploratory research designs	
	2.2	Preparing research proposals: Selection of the topic, Review of literature, Identifying Objectives of the Study, preparing Research Questions.	
	2.3	Meaning of Hypothesis	
	2.4	Hypothesis formation	
3.0		Data Collection	12
	3.1	Sources of Data: Primary and Secondary	
	3.2	Methods of collecting data: Observation, Questionnaire, Interview, Focus groups and Case study method	
	3.3	Types of Sampling: Random sampling, Systematic sampling and Stratified sampling	
	3.4	Survey Research: Role of library and Internet	
4.0		Data Analysis	12
	4.1	Importance of Data analysis	
	4.2	Preliminary preparation of Data analysis	
	4.3	Coding of Data	
	4.4	Classification of Data	
5.0		Research report	12
	5.1	Meaning of Research report	
	5.2	Objectives of Research Report	
	5.3	Style of research report writing	
	5.4	Style of referencing, Bibliography	
Total			60

Text books

1. डॉ. सुधीर बोधनकर , प्रा. विवेक अलोणी आणि मृणाल कुलकर्णी (२००७) सामाजिक संशोधन पद्धती, श्री साईनाथ प्रकाशन, नागपूर
2. राम आहुजा (२००३) सामाजिक सर्वेक्षण एवं अनुसंधान, रावत पब्लिकेशन, जयपूर
3. भांडारकर, पी. एल. (१९९४), सामाजिक संशोधन पद्धती, हिमालय पब्लिशिंग हाऊस, नवी दिल्ली
4. घाटोळे आर.एन. (१९९२) शास्त्रीय संशोधन तत्वे व पद्धती, श्री मंगेश प्रकाशन, नागपूर

References

1. B A Prasad Sharma and P. Satyanarayan. Ed.(1983): Research Methods in Social Sciences, New Delhi: Sterling
2. Bridget Somek and Cathy Lewin (2005): Research Methods in the Social Sciences, New Delhi: Sage
3. B.N Ghosh (1984): Scientific Method and Social Research, New Delhi: Sterling.
4. C. R Kothari (2004): Research Methodology: Methods and Techniques. New Delhi: NewAge International.

Guidelines for Course Assessment:

A. Continuous Assessment (CA)(20%oftheMaximumMarks):

This will form 20% of the Maximum Marks and will be carried out throughout the semester. It may be done by conducting **Two Tests and one Assignment**. Average of marks scored in these two tests and one assignment of a theory paper will make CA.

B. Assessment of Term Work/ Tutorial/Field Works:

At least 08 test / assignments covering entire syllabus must be given during the 'class wise tutorial'. The assignments should be students' centric and attempts be made to make assignments more meaningful, interesting and innovative. Term work assessment must be based on overall performance of the student with every assignment graded time to time. The grades be converted to marks as per 'credit and grading system' manual and should be added and averaged.



**SWAMI RAMANAND TEERTH MARATHWADA UNIVERSITY,
NANDED**

**Public Administration
M.A. I Year Semester- I
End Semester Examination
Question Paper Pattern**

Paper Name.....

Paper Code.....

Time: Three Hours

Total Marks: 80

Note: -

I) Question No.1 (One) is compulsory.

II) Solve Any Three of the remaining Five Questions. (Q.2 to Q.6)

Q.No.1 Write Short Answer any five questions of the following. 20 marks

- A. Sub question (04 Mark)**
- B. Sub question (04 Mark)**
- C. Sub question (04 Mark)**
- D. Sub question (04 Mark)**
- E. Sub question (04 Mark)**
- F. Sub question (04 Mark)**

Q.No.2	Descriptive Questions	20 marks
Q.No.3	Descriptive Questions	20 marks
Q.No.4	Descriptive Questions	20 marks
Q.No.5	Descriptive Questions	20 marks
Q.No.6	Descriptive Questions	20 marks



Swami Ramanand Teerth Marathwada University, Nanded

Faculty of Humanities Major in Public Administration (DSC)

Post Graduate-First Year Programme, Semester-II

Paper Code: HPUBC551

Paper Title: International Administration (Major)

Curriculum Details

Course pre-requisite:

International Administration is playing important role in social and economic development of the world. The course will throw light on details of the formation and working of The United Nations (U.N.O.) and Administration. Student must have completed a course of 24 credits at the graduate level in Public Administration to be admitted to the Post Graduate Public Administration course.

Course objectives:

- 1) The Course Introduce and Provides Knowledge of International Administration.
- 2) To Understand the Historical background of United Nations& other International Organizations.
- 3) To introduce the Powers and Functions of United Nations.
- 4) To understand the role of Security Council in International Administration.

Course outcomes:

1. It will provide knowledge of International Administration.
2. Understand the role of Security Council as the main instrument of United Nations to achieve its goals.
3. It will introduce them about the functioning of the U.N.O. in International Administration.



Swami Ramanand Teerth Marathwada University, Nanded
Faculty of Humanities Major in Public Administration (DSC)
Post Graduate-First Year Programme, Semester-II
Paper Code: HPUBC551
Paper Title: International Administration (Major)
Curriculum Details: (for 4 Credits)

Module No.	Unit No.	Name of Topic	Hrs. Required to cover the Contents 1Hrs.=60M.
1.0		International Administration –	12
	1.1	Meaning	
	1.2	Definition & Nature	
	1.3	Scope	
	1.4	Significance	
2.0		United Nations Organization – (UNO)	12
	2.1	Background of Second World War	
	2.2	Formation of UNO	
	2.3	Structure	
	2.4	Objectives	
3.0		UNO Secretariat	12
	3.1	Structure	
	3.2	Secretary General	
	3.3	Selection of Secretary General	
	3.4	Powers and Functions of Secretariat	
4.0		International Civil Services	12
	4.1	Meaning	
	4.2	Features	
	4.3	Functions	
	4.4	Problems	
5.0		Specialized Agencies of International Administration	12
	5.1	World Bank	
	5.2	World Health Organization	
	5.3	UNESCO	
	5.4	International Labour Organization	
Total			60

Text books:

1. डॉ. देवळानकर शैलेन्द्र, (2004), आंतरराष्ट्रीय संबंध, विद्या प्रकाशन, औरंगाबाद.
2. डॉ. एकंबेकर पंचशील & डॉ. कतुरवार बी.आर., (2009), आंतरराष्ट्रीय प्रशासन, ओमसाई प्रकाशन, देगलूर

References:

3. Premlata Sharma, (2000), Indies Foreign Policy, Common Wealth, New Delhi.
4. C. Raja Mohan, (2010), New Foreign Policy, Penguin Books Publication, New Delhi.
5. Walter Sharp, (1997) The U.N. Social and Economic Council, Colombia Uni. Press
6. Jain U.C., (2009) Foreign Policy in India, Pointwer Publication Jaipur



Swami Ramanand Teerth Marathwada University, Nanded
Faculty of Humanities Major in Public Administration (DSC)

Post Graduate-First Year Programme, Semester-II

Paper Code: HPUBC552

Paper Title: E-Administration & Good Governance (Major)

Curriculum Details

Course pre-requisite:

Public Administration is one of the youngest branches of Faculty of Humanities. With the expansion of the activities of modern state, public administration has assumed great significance in modern society. In the present era, E-Administration & Good Governance is the important elements of administration in India. In this paper focus on providing knowledge of E-Administration & Good Governance for the P.G. Students. Student must have completed a course of 24 credits at the graduate level in Public Administration to be admitted to the Post Graduate Public Administration course.

Course objectives:

1. The Course would introduce and Provide Knowledge of E-Administration and Good Governance to the students.
2. To familiarize the students with the concept of E-Administration and Good Governance.
3. It will acquaint the students the way ICT (Information and Communication technology) would be applied on Administration.
4. It would help the students understand the need & significance of e-devices/I.C.T. in Public Administration

Course Outcomes:

1. The course will help to the students learn about the basic elements of E-Administration and Good Governance.
2. It will provide knowledge of varies E-devices in E- Public Administration.
3. Awareness of the basic E- administrative system as well as various issues in E-administration and Good Governance.



Swami Ramanand Teerth Marathwada University, Nanded
Faculty of Humanities Major in Public Administration DSC

Post Graduate-First Year Programme, Semester-II

Paper Code: HPUBC552

Paper Title: E-Administration & Good Governance (Major)

Curriculum Details: (for 4 Credits)

Module No.	Unit No.	Name of Topic	Hrs. Required to cover the contents 1Hrs =60M.
1.0		E-Administration	12
	1.1	Meaning	
	1.2	Nature	
	1.3	Scope	
	1.4	Significance	
2.0		Good Governance	12
	2.1	Meaning	
	2.2	Nature	
	2.3	Scope	
	2.4	Significance	
3.0		Good Governance	12
	3.1	Ancient Discourse	
	3.2	Kautilya's views on Good Governance;	
	3.3	Plato views on Good Governance;	
	3.4	Aristotle views on Good Governance;	
4.0		Various Concepts of Good Governance	12
	4.1	State, Market and Civil Society,	
	4.2	Public Choice Theory	
	4.3	Work Culture & Administrative ethics	
	4.4	Public Value Theory	
5.0		Citizen and Governance	12
	5.1	Civil Society – Role and Limitations	
	5.2	Citizen Participation	
	5.3	Right to Information – RTI Act	
	5.4	National Information Commission	
Total			60

Text books:

- 1) फडिया एवं फडिया, (२००१), उच्चतर लोकप्रशासन, साहित्यभवन प्रकाशन, आग्रा
- 2) दुबे अशोककुमार, (२०११), २१वी शताब्दी में लोकप्रशासन, टाटा मॅकग्राहिल पब्लिशिंग कंपनी, नई दिल्ली.
- 3) डॉ.बी.एल.फाडीया, (2004), लोकप्रशासन, सहित्यभवन पब्लिकेशन, आग्रा
- 4) डॉ.प्रीती पोहेकर, (२००९), लोकप्रशासनातील नवप्रवाह, अरुणाप्रकाशन, लातूर
- 5) डॉ. रेड्डी उर्मिला, (२०१८)लोक प्रशासनातील कौशल्य विकास कार्यक्रम, अरुणा प्रकाशन, लातूर
- 6) डॉ.संजय भालेराव, (2020), माहितीचा अधिकार:दुसऱ्या स्वातंत्र्याचा जाहीरनामा, विद्या पब्लिशर्स, औरंगाबाद

References

- 1) बोरा पारस व शिरशाट श्याम, (2013), लोकप्रशासनशास्त्रे, विद्याप्रकाशन, औरंगाबाद
- 2) एम. लक्ष्मीकांत, (2006), लोकप्रशासन, टाटा मॅकग्राहील पब्लिशिंग कंपनी, नई दिल्ली
- 3) डॉ. सुरेंद्र कटारिया, (2011), लोकप्रशासन, नॅशनल पब्लिकेशन हाऊस, नई दिल्ली



Swami Ramanand Teerth Marathwada University, Nanded
Faculty of Humanities Major in Public Administration DSC

Post Graduate-First Year Programme, Semester-II

Paper Code: HPUBC553

Paper Title: Disaster Administration (Major)

Course pre-requisite:

Disaster Administration is very significant to survive in the case of a natural or a manmade disaster and can be defined as the organization and management of resources and responsibilities for dealing with all humanitarian aspects of emergencies in particular preparedness response and recovery. In the last three years the branch of Disaster Administration has attained unique importance due to the Covid -19 disaster. Student must have completed a course of 24 credits at the graduate level in Public Administration to be admitted to the Post Graduate Public Administration course.

Course objectives:

- 1) To familiarize the students with basic Knowledge of Disaster Administration.
- 2) To understand the role of various factors in Disaster Administration.
- 3) To Understand the Disaster Management Act 200

Course outcomes:

- 1) The Content of the course will enable the students to prepare themselves for various disasters.
- 2) The students will learn and try to understand the functioning of Indian Disaster Administrative System.
- 3) Due to the course the students will be understand the Role of N.G.O.es & Media in Nation Development Disaster Administration.



Swami Ramanand Teerth Marathwada University, Nanded
Faculty of Humanities Major in Public Administration (DSC)
Post Graduate-First Year Programme, Semester-II
Paper Code: HPUBC553
Paper Title: Disaster Administration (Major)
Curriculum Details: (for 4 Credits)

Module No.	Unit No.	Name of Topic	Hrs. Required to cover the contents 1Hrs.=60M.
1.0		Disaster Administration	
	1.1	Meaning	12
	1.2	Nature	
	1.3	Classification of Disaster	
	1.4	Significance	
2.0		Disaster Management Act 2005	
	2.1	Background of Disaster Management Act	12
	2.2	Provisions of Disaster Management Act.	
	2.3	Importance of Disaster Management Act.	
	2.4	Challenges	
3.0		Role of Various Administrative Officers in Disaster Administration	
	3.1	Collector	12
	3.2	Tahsildar	
	3.3	Superintendent of Police (S.P)	
	3.4	Police Inspector (P.I.)	
4.0		Role of Various Factors in Disaster Administration	
	4.1	Citizens	12
	4.2	Local N.G.O	
	4.3	Social Media	
	4.4	N.C.C.& N.S.S.	
5.0		Problems Before Disaster Administration	
	5.1	Fake NewsDisasters	12
	5.2	Lack of Disaster literacy	
	5.3	Corruption	
	5.4	Lack of Work Culture	
Total			60

Reference Book

1. Dave, P. K. (2009) Emergency Medical Services and Disaster Management: A Holistic Approach, Jaypee Brothers Medical Publishers (P) Ltd., New Delhi
2. Narayan, B. (2009) Disaster Management, A.P.H. Publishing Corporation , New Delhi
3. Kumar, N. (2009) Disaster Management, Alfa Publications, New Delhi

Textbooks

- 1) प्रा. डॉ.शिंदे प्रकाश व प्रा.डॉ.शेख मोहंमद हनिफ, (२०१८) आपत्ती व्यवस्थापन व अशासकीय संघटनाचे व्यवस्थापन, अरुणा प्रकाशन, लातूर
- 2) डॉ.प्रीती पोहेकर, (२०२०) भारताचे आपत्ती व्यवस्थापन व प्रशासन, सेज भाषा प्रकाशन, नवी दिल्ली



Swami Ramanand Teerth Marathwada University, Nanded

Faculty of Humanities Major in Public Administration (DSE)

Post Graduate-First Year Programme, Semester-II

Paper Code: HPUBE551

Paper Title: New Trends in Public Administration (Major-Electives)

Curriculum Details: (for 4 Credits)

Course pre-requisite:

The Role of Public Administration is very important in development of India. With the expansion of the Government activities of modern state, public administration has assumed great significance in modern society. The impact of Information Technology has given to many new trends which have all branches in public administration. The main thing is to impart knowledge of new trends in public administration. Student must have completed a course of 24 credits at the graduate level in Public Administration to be admitted to the Post Graduate Public Administration course.

Course objectives:

- 1) To understand the emerging and new trends in public administration.
- 2) To Know the Importance of Information & Communication Technology in Public Administration.
- 3) To introduce and provide the basic knowledge of New Trends in Public Administration.

Course outcomes:

- 1) It will make the students aware of the various trends in Public Administration.
- 2) Awareness of the basic governing system and New Public Administration.
- 3) To make students aware of the importance of Lokpal, Lok Ayukta, Directorate of Enforcement, Central Vigilance Commission in eradication of corruption.



Swami Ramanand Teerth Marathwada University, Nanded
Faculty of Humanities Major in Public Administration (DSE)
Post Graduate-First Year Programme, Semester-II
Paper Code: HPUBE551
Paper Title: New Trends in Public Administration (Major-Electives)
Curriculum Details: (for 4 Credits)

Module No.	Unit No.	Name of Topic	Hrs. Required to cover the contents 1Hrs.=60M.
1.0		New Public Administration	12
	1.1	Meaning	
	1.2	Background of New Public Administration	
	1.3	Elements of New Public Administration	
	1.4	Significance	
2.0		New Public Management	
	2.1	Background of New Public Management	12
	2.2	Meaning of New Public Management	
	2.3	Elements of New Public Management	
	2.4	Principles of New Public Management	
3.0		Citizen Grievance Redressal Mechanism	12
	3.1	Lokpal	
	3.2	Lok Ayukta	
	3.3	Directorate of Enforcement	
	3.4	Central Vigilance Commission	
4.0		Ethics and Public Accountability in Administration	12
	4.1	Constitutional Values	
	4.2	Anonymity	
	4.3	Neutrality	
	4.4	Service Conditions	
5.0		Administrative Reforms in Indian Administration	12
	5.1	Meaning & Need	
	5.2	Objectives	
	5.3	First Administrative Reforms Commission	
	5.4	Second Administrative Reforms Commissions	
Total			60

Text books

- 1) फडिया एवं फडिया, (२००१), उच्चतर लोकप्रशासन, साहित्यभवन प्रकाशन, आग्रा
- 2) डॉ.बी.एल.फाडीया, (2004), लोकप्रशासन, सहित्यभवन पब्लिकेशन, आग्रा.
- 3) डॉ.प्रीती पोहेकर, (2009), लोकप्रशासनातील नवप्रवाह, अरुणा प्रकाशन, लातूर
- 4) डॉ. पंचशील एकंबेकर, डॉ.तरोडे विजय, डॉ.दिपक वाघमारे, (2011), लोकप्रशासनातील नवप्रवाह, ओमसाई प्रकाशन, नायगाव
- 5) डॉ. रेड्डी उर्मिला, (2019) ई-प्रशासन, विद्याबुक पब्लिकेशन, औरंगाबाद

References

1. Y. Parthasaradhi & Other, (2009), E-Governance and Indian Society, Kanishka Publishers, New Delhi.
2. B.M. Chitlangi, (2008), Recent Trends in Public Administration, RBSA Publishers, Jaipur
- 3) Reddy Urmila, (2012), E governance in India, L.A.P. Publication, Germany
- 4) Reddy Urmila. (2014), Digital India L.A.P. Publication, Germany
- 5) Jitendra Wasnik, (2020), Public Administration in India, Blue Rose Publishers, New Delhi



Swami Ramanand Teerth Marathwada University, Nanded
Faculty of Humanities Major in Public Administration (DSE)
Post Graduate-First Year Programme, Semester-II
Paper Code: HPUBF551
Paper Title: Field Project
Curriculum Details: (for 4 Credits)

Guidelines for Subject having Field Project- Semester Second-80 Marks (M.A. in Public Administration) One Field Project to be done Second Semester, as per the below Guidelines

General Guidelines for Field Project:

This paper includes field-based activities for four credits that includes case studies related to administrative issues of government or non-Government institutions i.e., local administrative offices, central, state or local governments schemes, any non-government organizations programm, reporting of the Government office visit etc. All these activities will be done under the guidance of teaching faculty. At the end of semester student has to submit case study report, in given format and the report of individual visit for its evaluation. The students have to give oral presentation on each task assigned to them as an internal evaluation.

Prerequisite:

- 1) Adequate theoretical knowledge
- 2) Proficiency in research method
- 3) Strong willingness in field activities

1. The Objectives of the Field Project Work

Objectives of Field Project Work are to enable learners to:

- Probe deeper in to personal enquiry, initiate action and reflect on knowledge and skills, views etc. Acquired during the course of UG& PG in Public Administration.
- Analyze and evaluate really National & World scenario using theoretical constructs and arguments in Public Administration.
- Demonstrate the application of critical and creative thinking skills and abilities to produce an independent and extended piece of work
- Follow us aspects in which learners have interest
- Develop the communication skills to argue logically

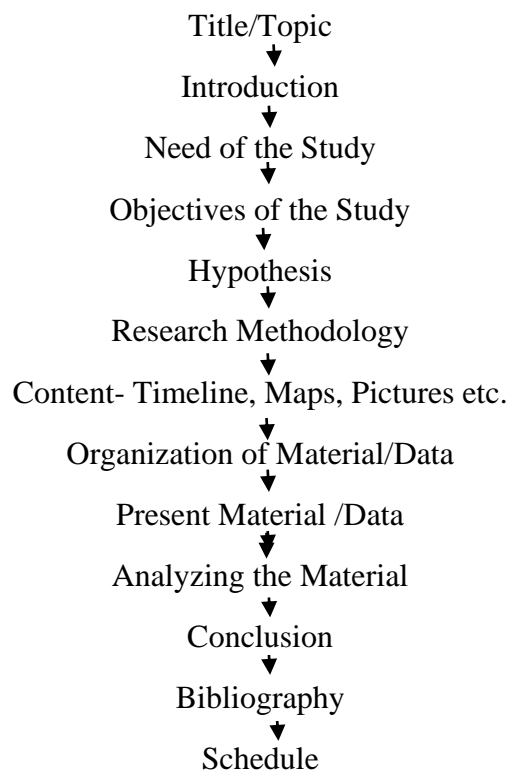
2. Role of the Faculty

The faculty members play a critical role in developing critical thinking skills of the learner. A Faculty Should

- Help each learners elect the topic in First Semester
- Play the role of a facilitator to support and monitor the field project work of the learner through discussion.
- Guide the researcher work in terms of sources for there Levant data
- Ensure that students are able to derive a conclusion from the content; cite the limitations faced during the research and give appropriate references used doing the Field Project
- Educate learner about plagiarism and the importance of quoting of the information to ensure authenticity of Field Project.
- Prepare the learner for the presentation of the Field Project.
- Teacher should strictly take care that no topic is repeated in the same

3. Steps involved in the process of Field Project.

Students may work on the following steps as a suggested flow chart



4. Expected Checklist for the Field Project

- Introduction of topic/title
- Identifying the causes, events, consequences
- Various Stakeholders and effect on each of them
- Advantages and Disadvantages of Situations or issues identified
- Short-term and long-term implications of strategies suggested in the course of research
- Validity, reliability, appropriateness and relevance of data used for research work and for presentation in the Field Project file.
- Presentation and writing that is succinct and coherent in Field Project file
- Citation of the materials referred to, in the file in footnotes, resources section, bibliography etc.

5. Assessment of Field Project

- Project work has broadly the following phases: Synopsis, Data Collection, Data Analysis and Interpretation, Conclusion
- The aspects of the Field Project work to be covered by students can be assessed during the Second Semester

6. Suggestive Topics

- i. Students Can Choose any topic related to the syllabus of M.A.F.Y. & Local, State, National & International Contemporary issues
- ii. Assessment will be done by mandatory external examiner in coordination with internal examiner and the date of Field Project Assessment will be fixed by NEP Structure from summer2024.

7. Viva–Voce

- i. At the end of the stipulated term, each learner will present the Field Project work in the Project file to the External and Internal examiner
- ii. The question should be asked from the Field Project work file of the learner. This file be made as Binding or Spiral or University / College Provide Project Book
- iii. The Internal Examiner should ensure that the study submitted by the learner is own original work(not a repeated work)
- iv. In case any doubt, authenticity should be checked and verified

Guidelines for Course Assessment:

B. Continuous Assessment (CA)(20%oftheMaximumMarks):

This will form 20% of the Maximum Marks and will be carried out throughout the semester. It may be done by conducting **Two Tests and one Assignment**. Average of marks scored in these two tests and one assignment of a theory paper will make CA.

B. Assessment of Term Work/ Tutorial/Field Works:

At least 08 test / assignments covering entire syllabus must be given during the 'class wise tutorial'. The assignments should be students' centric and attempts be made to make assignments more meaningful, interesting and innovative. Term work assessment must be based on overall performance of the student with every assignment graded time to time. The grades be converted to marks as per 'credit and grading system' manual and should be added and averaged.



**SWAMI RAMANAND TEERTH MARATHWADA UNIVERSITY,
NANDED**

**Public Administration
M.A. I Year Semester- I
End Semester Examination
Question Paper Pattern**

Paper Name.....

Paper Code.....

Time: Three Hours

Total Marks: 80

Note: -

I) Question No.1 (One) is compulsory.

II) Solve Any Three of the remaining Five Questions. (Q.2 to Q.6)

Q.No.1 Write Short Answer any five questions of the following. 20 marks

- a. Sub question (04 Mark)
- b. Sub question (04 Mark)
- c. Sub question (04 Mark)
- d. Sub question (04 Mark)
- e. Sub question (04 Mark)
- f. Sub question (04 Mark)

Q.No.2	Descriptive Questions	20 marks
Q.No.3	Descriptive Questions	20 marks
Q.No.4	Descriptive Questions	20 marks
Q.No.5	Descriptive Questions	20 marks
Q.No.6	Descriptive Questions	20 marks