

Effective from Session:2025-26

Course Code	A060502T/HP314	Title of the Course	Principles of Public Administration	L	T	P	C
Year	III	Semesters	V	5	0	0	5
Pre-Requisite	Intermediate	Co-requisite	None				
Course Objectives	Administration being essential to every organization, this course aims to acquaint a student with fundamentals of public administration. This would provide him an insight regarding the principles of administration in general and help him to bring out the best from existing set up. This would help him to prepare for administrative examinations too.						

Course Outcomes

CO1	Students will be able to analyze the meaning, nature, scope and evolution of Public Administration and evaluate the distinctions between Public and Private Administration, with reference to the role of Public Administration in a modern state.
CO2	Students will be able to examine the various principles and theories of organization including Scientific Management, Classical Theory, Max Weber's Bureaucracy, Human Relations Theory, Decision-Making Theory, and Ecological Theory.
CO3	Students will be able to analyze the core concepts of administrative machinery such as Chief Executive (types and functions), Line, Staff and Auxiliary agencies, Departments, Public Corporations, Boards and Commissions, and Independent Regulatory Commissions.
CO4	Students will be able to interpret and evaluate the concepts and processes involved in Budget Formation and Execution, Accounting, and Audit mechanisms in Public Administration.
CO5	Students will be able to assess the principles and applications of Administrative Law, Delegated Legislation, and the functioning of Administrative Tribunals.
CO6	Students will be able to evaluate the concepts of New Public Administration, New Public Management, New Public Service Approach and Good Governance.
CO7	Students will be able to analyze the practices of Development Administration and the concept of Administrative Development, and evaluate the dynamics between Political and Permanent Executives.
CO8	Students will be able to examine the historical evolution of Indian Administration across Ancient, Medieval, and Modern periods.

Unit No.	Title of the Unit	Content of Unit	Contact Hrs.	Mapped CO
1	Introduction to Public Administration	Meaning, Nature, Scope and Significance of Public Administration. Evolution of Public Administration As a Discipline, Public And Private Administration, Role of Public Administration in Modern State.	10	01
2	Theories of Organization	Types, Bases and Principles of Organization ,Theories of Organization : Scientific Management, Classical theory , Max Weber's Theory of Bureaucracy, Human Relations Theory, Decision Making Theory, Ecological Theory.	12	02
3	Basic Concepts and Commissions	Chief Executive: Types and Function, Line, Staff, Auxiliary agencies, Departments, Public Corporation, Boards and commissions Independent Regulatory Commissions.	08	03
4	Financial Administration	Concept of Budget, Formation & Execution of Budget,Account and Audit.	04	04
5	Administrative Law	Administrative Law, Delegated Legislation,Administrative Tribunals.	06	05
6	New Public Administration	New public administration, New Public Management, New Public Service Approach, Good Governance.	08	06
7	Administrative Development	Development administration, Concept of Administrative Development,Relationship Between Political And Permanent Executive.	08	07
8	Evolution of Indian Administration	Evolution of Indian Administration –Ancient,Medieval,Modern.	04	08

Reference Books:

Maheshwari & Awasthi, Public Administration, Agra.

W.F. Willoughby, Principles of Public Administration.

F.A Nigro& G.I Nigro, Modern Public Administration, New York, 1980

ChakrabartyBidyut& Chand Prakash (2017) 'Public Administration: From Government to Governance' Orient Blackswan Pvt. Ltd. Hyderabad

E-Learning Source:
<https://study.com/academy/lesson/henri-favols-management-principles-managing-departmental-task-organization.html>
https://onlinecourses.nptel.ac.in/noc24_lw05/preview

PO-PSO CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO1	PSO2	PSO3
CO1	3	3	3	2	2	3	3	2	3	2	2
CO2	3	2	2	2	3	3	2	2	3	2	1
CO3	2	3	2	3	3	2	1	1	2	3	3
CO4	3	2	3	3	3	3	2	3	1	2	2
CO5	3	2	2	1	2	2	3	3	3	3	3
CO6	2	3	3	3	3	3	3	2	2	2	2
CO7	3	2	1	3	2	2	2	3	2	2	2
CO8	2	2	3	2	3	3	2	3	1	3	3

1-Low Correlation; 2- Moderate Correlation; 3- Substantial Correlation

Name & Sign of Program Coordinator	Sign & Seal of HoD
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Effective from Session:2025-26

Course Code	A060501T/HP313	Title of the Course	Comparative Government And Politics (UK, USA, Switzerland & China)	L	T	P	C
Year	III	Semesters	V	5	0	0	5
Pre-Requisite	Intermediate	Co-requisite	None				
Course Objectives	Politics is the mirror of the society. This paper will help the students in furthering his understanding of the world around. This would help him to appreciate other systems and make him critically analyze the pros and cons of these systems. Comparison is widely used method of scientific knowledge .This would help the student to find out why a certain system is appropriate and suitable to a given society.						

Course Outcomes

CO1	Students will be able to explain the meaning, nature and evolution of comparative politics.
CO2	Students will be able to evaluate capitalism and the idea of liberal democracy.
CO3	After completing the unit, students will be able to analyze socialism and the working of socialist state.
CO4	Students will be able to evaluate the concept of decolonization and the role of state in the developing world.
CO5	Students will be able to analyze the salient features of the British Constitution by critically examining the interrelationship between the Executive and Legislature, and evaluating the role of Judiciary in the UK.
CO6	Students will be able to evaluate the salient features of the U.S. Constitution by assessing the powers and functions of the Executive, Legislature, and Judiciary, and interpreting how the doctrine of separation of powers operates within the American political system.
CO7	Students will be able to analyze the salient characteristics of the Chinese political system by exploring the structure of governance and role of the Communist Party.
CO8	Students will be able to evaluate the administrative system of Switzerland with a focus on its unique features such as the plural executive, direct democracy mechanisms like referendum and initiative.

Unit No.	Title of the Unit	Content of Unit	Contact Hrs.	Mapped CO
1	Introduction to Comparative Politics	Nature, Scope and Utility of Comparative Study of Politics.	04	01
2	Capitalism and Liberal Democracy	Capitalism and the Idea of Liberal Democracy	04	02
3	Socialism and Socialist State	Socialism and the Working of Socialist State.	06	03
4	Decolonization	Decolonization and the Role of State in the Developing World.	06	04
5	Political System of UK	Salient Features of The British Constitution And Examination of the Relationship Between The Executive and Legislature and Role of Judiciary in UK	12	05
6	Political System of USA	Essential features of the constitution of USA , Composition, Powers and Functions of the Executive , Legislature and Judiciary in USA.	12	06
7	Political System of China	Salient Features of Chinese Political System, Communist Party of China, one Country Two System	08	07
8	Political System of Switzerland	Plural Executive, Direct Democracy, Referendum, Initiative, The Administrative System of Switzerland	08	08

Reference Books:

V.D. Mahajan, Constitution of the world, S.Chand 2001 New Delhi.

A.C. Kapoor & K. K. Mishra, Select Constituions, S.Chand 2001 New Delhi

J.C. Johari: New comparative govt. lotus,2008

VidyaBhushan& Vishnu Bhagwan.World constitution, sterling publications 1998.

E-Learning Source:
<https://fhsu.pressbooks.pub/orientationpolisci/chapter/chapter-9-public-law-and-pre-law-training/>
<https://study.com/academy/lesson/the-us-constitution-preamble-articles-and-amendments.html>

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CO1	3	2	3	2	2	3	3	2	3	2	3
CO2	3	3	2	2	3	3	2	2	1	2	2
CO3	2	3	2	3	3	2	1	1	3	3	3
CO4	2	2	3	3	3	3	2	3	1	3	2
CO5	3	1	2	1	2	3	3	3	3	3	3
CO6	2	3	3	3	3	3	3	2	2	2	2
CO7	2	2	2	2	2	2	2	3	2	3	2
CO8	3	2	3	2	3	3	2	3	1	2	3

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