

S.V. UNIVERSITY, TIRUPATI
SVUCOLLEGE OF ARTS

DEPARTMENT OF POLITICAL SCIENCE AND PUBLICADMINISTRATION

**Re-Structured P.G. Programme (CBCS) as per NEP 2020,
National Higher Education Qualification Frame Work (NHEQF) and
Guidelines of APSCHE**

(With effect from the batch of Students admitted from the academic year 2024-25)

M.A. POLITICAL SCIENCE AND PUBLIC ADMINISTRATION

SEMESTER - I								
S. No	Course	Code	Title of the Course	H/W	C	SEE	IA	Total Marks
1	*CC	PSPA 101	Indian Constitution and Government	6	4	70	30	100
2		PSPA 102	Modern Western Political Thought					
		PSPA 103	Modern Political Analysis	6	4	70	30	100
3		PSPA 104	Principles of Public Administration					
		PSPA 105	Political Sociology	6	4	70	30	100
4	*SOC	PSPA 106	Public Relations& Mass Communication 1(A) (Or) Leadership Skills 1(B)	6	4	70	30	100
5		PSPA 107	Political Campaign Management 2(A) (Or) Administration of Non-Governmental Organizations 2(B)	6	4	70	30	100
				Total	20	350	150	500
6	Audit Course	PSPA 108	Indian Political Thought	6	0	0	100	0

- ***CC (Core Courses) - Student can choose any Three out of Five Core Courses**
- ***SOC (Skill Oriented Courses) – Student can choose one from each code**
- **Audit Course – Zero Credits but mandatory with only a Pass**

SEMESTER - II								
S. No	Course	Code	Title of the Course	H/W	C	SEE	IA	Total Marks
1	*CC	PSPA 201	Administrative Theories	6	4	70	30	100
2		PSPA 202	International Relations					
		PSPA 203	Indian Political Process	6	4	70	30	100
3		PSPA 204	Public Policy					
		PSPA 205	Comparative Politics	6	4	70	30	100
4	*SOC	PSPA 206	Swadeshi: Developing Entrepreneurial Skills 3(A) (Or) Personality Development and Employability 3(B)	6	4	70	30	100
5		PSPA 207	Psephology and Election Analysis 4(A) (Or) Communication and Soft Skills 4(B)	6	4	70	30	100
6	*OOTC	PSPA 208	Open online Trans Disciplinary Course - 1	-	2	-	100	100
			Total	36	22	350	250	600
7	Audit Course	PSPA 209	Social Movements in India	6	0	0	100	0

- ***CC (Core Courses) - Student can choose any Three out of Five core courses**
- ***SOC (Skill Oriented Courses) – Student can choose one from each code**
- ***OOTC (Open Online Transdisciplinary Course) - Students can choose any relevant course of his / her choice from the online courses offered by governmental agencies like SWAYAM, NPTEL, etc.,**
- **Audit Course – Zero Credits but mandatory with only a Pass**

M.A. POLITICAL SCIENCE SEMESTER – III								
S. No	Course	Code	Title of the Course	H/W	C	SEE	IA	Total Marks
1	*CC	PS 301	International Relations	6	4	70	30	100
2		PS 302	Centre- State Relations in India	6	4	70	30	100
		PS 303	State Government and Politics of Andhra Pradesh					
3		PS 304	E- Governance					
		PS 305	Indian Political Process	6	4	70	30	100
4	*SOC	PS 306	Multi Media and Political Awareness 5(A) OR Political Communication and Electoral Reforms 5(B)	6	4	70	30	100
5		PS 307	Role of Think Tanks in Policy Making 6(A) OR Swadeshi: Developing Entrepreneurial Skills 6(B)	6	4	70	30	100
6	*OOTC	PS 308	Open Online Trans disciplinary Course - 2	-	2	-	100	100
*	Seminar / Tutorials / Remedial Classes and Quiz as part of Internal Assessment			6	-	-	-	-
	Total			36	22	350	250	600

- *CC (Core Courses) - Student can choose any Three out of Five core courses
- *SOC (Skill Oriented Courses) – Student can choose one from each code
- *OOTC (Open Online Transdisciplinary Course) - Students can choose any relevant course of his / her choice from the online courses offered by governmental agencies like SWAYAM, NPTEL, etc.,

M.A. PUBLIC ADMINISTRATION SEMESTER – III								
S. No	Course	Code	Title of the Course	H/W	C	SEE	IA	Total Marks
1	*CC	PA 301	Public Personnel Administration	6	4	70	30	100
2		PA 302	Issues in Indian Administration					
		PA 303	State Administration in Andhra Pradesh	6	4	70	30	100
3		PA 304	Good Governance - Information and Communication Technology					
		PA 305	Financial Administration	6	4	70	30	100
4	*SOC	PA 306	Disaster Management – 5(A) OR Police Administration – 5(B)	6	4	70	30	100
5		PA 307	Contemporary Trends in Governance– 6(A) OR Public Sector Management – 6(B)	6	4	70	30	100
6	*OOTC	PA 308	Open Online Trans disciplinary Course - 2	-	2	-	100	100
*	Seminar / Tutorials / Remedial Classes and Quiz as part of Internal Assessment			6	-	-	-	-
	Total			36	22	350	250	600

- *CC (Core Courses) - Student can choose any Three out of Five core courses
- *SOC (Skill Oriented Courses) – Student can choose one from each code
- *OOTC (Open Online Transdisciplinary Course) - Students can choose any relevant course of his / her choice from the online courses offered by governmental agencies like SWAYAM, NPTEL, etc.,

M.A. POLITICAL SCIENCE SEMESTER – IV								
S. No	Course	Code	Title of the Course	H/W	C	SEE	IA	Total Marks
1	OOSDC	PS 401	Open Online Skill Development Course	-	8	-	200	200
2	PW	PS 402	Project Work A. Dissertation-200, B-Seminar- 50, C. Viva -voice-50)	24	12	300	0	300
*	Conducting classes for competitive exams, communication skills, UGC / CSIR and NET / SLET examinations			12	-	-	-	-
		Total		36	20	300	200	500
Total Semesters				144	84	1350	850	2200

- Open Online Skill Development Course (OOSDC) - Students can choose any **Two** relevant courses of his / her choice from the online courses offered by governmental agencies like SWAYAM, NPTEL, etc., to get **8 credits** (with **4 credits** from each course)

M.A. PUBLIC ADMINISTRATION SEMESTER – IV								
S. No	Course	Code	Title of the Course	H/W	C	SEE	IA	Total Marks
1	OOSDC	PA 401	Open Online Skill Development Course	-	8	-	200	200
2	PW	PA 402	Project Work A. Dissertation-200, B-Seminar- 50, C. Viva -voice-50)	24	12	300	0	300
*	Conducting classes for competitive exams, communication skills, UGC / CSIR and NET / SLET examinations			12	-	-	-	-
		Total		36	20	300	200	500
Total Semesters				144	84	1350	850	2200

- Open Online Skill Development Course (OOSDC) - Students can choose any **Two** relevant courses of his / her choice from the online courses offered by governmental agencies like SWAYAM, NPTEL, etc., to get **8 credits** (with **4 credits** from each course)

SEMESTER – I

PSPA 101: INDIAN CONSTITUTION AND GOVERNMENT Core Course

UNIT - I

- a) National Movement – Historical Background
- b) The Debates of the Constituent Assembly – Role of Dr. B.R. Ambedkar, Sardar Vallabai Patel, Rajendra Prasad and Nehru.

UNIT – II

- a) Salient features of Indian Constitution.
- b) Constitutional Amendments - Types and Procedures

UNIT – III

- a) Legislative Procedure, Parliamentary Privileges
- b) Control over Administration – Legislative, Executive and Judicial

UNIT - IV

- a) Executive -: Indian President, Prime Minister, Council of Ministers
- b) Judiciary –: Supreme Court, Judicial Activism, Judicial Review, PIL.

UNIT - V

- a) Political Parties-National Parties and Regional Parties
- b) Coalition Politics in India

Suggested Readings:

1. Government of India, The Constitution of India Bare Act with Amendments, Educreation Publishing, New Delhi, 2021.
2. Basu D D, Shorter Constitution of India, Lexis Nexis Publishers, New Delhi, 2021.
3. Bakshi P M, Constitution of India, Lexis Nexis Publishers, New Delhi, 2021.
4. Mahendra Pal Singh, V. N. Shukla's Constitution of India, Eastern Book Company Publishers, New Delhi, 2021.
5. Dr. P.K. Agrawal & Dr. K.N. Chaturvedi, Commentary on the Constitution of India, Prabhat Prakashan Publishers, New Delhi, 2020
6. Sharma L P, Indian National Movement and Constitutional Development, Lakshmi Narain Agarwal Publishers, New Delhi, 2020.
7. Basu D D, An Introduction to Indian Constitution, Lexis Nexis Publishers, New Delhi, 2021.
8. Sharma L P, Indian National Movement, Lakshmi Narain Agarwal, Delhi, 2020.
9. Fadia B.L, Kuldeep Fadia, Indian Government and Politics, Sahitya Bhawan Publishers, New Delhi, 2020.
10. Dr. B.R. Ambedkar, The Constitution of India, Educreation Publishing, New Delhi, 2020.

PSPA 102: MODERN WESTERN POLITICAL THOUGHT
Core Course

UNIT-I:

- a) Machiavelli's Life and Teachings to The Prince.
- b) Modernism in Machiavelli's Political Thought.

UNIT-II:

- a) Thomas Hobbe's views on State of Nature, Sovereignty, Theory of Social Contract.
- b) John Locke's Views on Human Nature, State of Nature, Theory of Social Contract and Rousseau's views on Social Contract and General Will.

UNIT-III:

- a) Jeremy Bentham and his Contribution to Political Thought.
- b) J.S. Mill views on Liberty and Representative Government.

UNIT-IV:

- a) Hegel's Theory of State. His Ideas on Civil Society.
- b) T.H. Green's Theory of State.

UNIT-V:

- a) Karl Marx Alienation Theory
- b) Karl Marx Theory of Class Struggle.

Suggested Readings:

1. Selected Heed Editorial Board, Western And Indian Political Thinkers, Heed Publication Pvt Ltd, New Delhi, 2021
2. S.K. Sharma Urmila Sharma, Western Political Thought: From Plato to Burke (Volume1), Atlantic Publishers and Distributors (P) Ltd, New Delhi, 2021.
3. Gauba, Western Political Thought 4th Edition, Mayo Publishers, New Delhi, 2021.
4. Subrata Mukherjee & Sushila Ramaswamy, A History of Political Thought - Plato to Marx, Jain Hook Agency Publishers, New Delhi, 2021
5. S. K. Sharma Urmila Sharma, Western Political Thought: From Plato to Burke, Atlantic; Latest edition, New Delhi, 2021.
6. Sharma Urmila, Western Political Thought from Plato to Burke, Atlantic Publishers & Distributors Pvt Ltd, New Delhi, 2021.
7. Archana Chaturvedi, Western Political Thought, Nation Press, New Delhi, 2021.
8. R.C. Gupta, Western Political Thought, Lakshmi Narain Agarwal, New Delhi, 2021.
9. Amal Kumar Mukhopadhyay, Western Political Thought From Ancient Greeks to Modern Political Scientists, Sage Publication, Delhi, 2020.
10. Gauba O.P., Western Political Thought, National Paperbacks Publishers, New Delhi, 2019.

PSPA 103: MODERN POLITICAL ANALYSIS
Core Course

UNIT-I:

- a) Meaning, Nature, Scope, Significance and Approaches to the study of Modern Political Analysis.
- b) Fact - Value Dichotomy.

UNIT-II:

- a) Behaviouralism – Features and Limitations
- b) Post - Behaviouralism

UNIT-III:

- a) Input-Output Analysis
- b) Game Theory, Communication Theory

UNIT-IV:

- a) Power, Authority and Legitimacy
- b) Political Development

UNIT-V:

- a) Mahatma Gandhi – His Philosophy
- b) Dr. B. R. Ambedkar – Social Justice

Suggested Readings:

1. Jayapalan N, Modern Political Analysis, Atlantic Publishers and Distributors (P) Ltd, New Delhi, 2021.
2. John Staddon, The New Behaviorism Foundations of Behavioral Science, Routledge Publishers, United Kingdom, 2021.
3. Robert A. Dahl and Bruce Stinebrickner, Modern Political Analysis, 6th edition, Pearson Publishers, New Delhi, 2020.
4. R.P. Sahani, Ambedkar Political Philosophy, Global Vision Publishing House, New Delhi, 2019.
5. P. B. Rathod, Modern Political Analysis, A B D Publishers, New Delhi, 2012.
6. Easton, David, The Political System, Scientific Book Agency, Calcutta, 2000.
7. Venkata Subbaiah C & Muralidhar B.V., Modern Political Theory, S.V. University, Distance Mode Publication, Tirupati, 1990.
8. S.P. Varma, Modern Political Theory, S Chand Publications, New Delhi, 2018.
9. N. Jayapalan, Comprehensive Modern Political Analysis, Atlantic Publishers & Distributors Pvt Ltd, New Delhi, 2020.
10. Colin Hay, Political Analysis: A Critical Introduction, Palgrave Macmillan Publishers, London, United Kingdom, 2002.

PSPA 104: PRINCIPLES OF PUBLIC ADMINISTRATION
Core Course

UNIT-I

- a) Meaning, Nature, Scope and Importance of Public Administration.
- b) Evolution of Public Administration as an Academic Discipline.

UNIT-II

- a) Woodrow Wilson - Politics and Administrative Dichotomy.
- b) Classical Approach-Henry Fayol, Luther Gullick and Urwick

UNIT-III

- a) Organization – Types of Formal and Informal Organization, Basis of Organization.
- b) Principles of Organization- Hierarchy, Unity of Command, Span of Control, Delegation, Centralization, and Decentralization, Division of Work, Co-ordination and Motivation, Scholar Chain.

UNIT-IV

- a) Theories of Leadership –Qualities and Styles.
- b) Communication –Types and Principles.

UNIT-V

- a) New Public Administration, New Public Management, Post Modern Perspectives and New Public Service.
- b) Public Administration and Globalization.

Suggested Readings:

- 1) Spectrum Authors, Public Administration Theories and Principles, Spectrum Books Pvt. Ltd, New Delhi, 2021
- 2) Fadia B.L, Public Administration in India,v Publishers, New Delhi, 2021.
- 3) Naidu S P ,Public Administration: Concepts and Theories,Second edition,New Age International Private Limited, New Delhi, 2021.
- 4) Myneni S R, Principles of Public Administration, Alahabad Law Agency, New Delhi, 2016.
- 5) Avasthi and Maheswari, Public Administration, Lakshminarayan Agarwal, Agra, New Delhi, 2020.
- 6) Laxmikanth M, Public Administration, McGraw Hill Education (India) Private Limited, Noida,2020.
- 7) Donald Menzel and Harvey White (eds), The State of Public Administration: Issues, Challenges and Opportunities, New York, ME. Sharpe, 2011.
- 8) Battacharya, Mohit, New Horizons of Public Administration, Jawahar Publishers, New Delhi, 2013.
- 9) Ravindra Prasad, D.Prasad V.S Prasad, Satyanarayana P. and Y.Parthasaradhi (eds.), Administrative Thinkers, Sterling, New Delhi, 2013.
- 10) Jan-Erik Lane, New Public Management: An Introduction, Routledge Publishers, London, 2000.

PSPA 105: POLITICAL SOCIOLOGY
Core Course

UNIT-I:

- a) Political Sociology – its Nature, Scope and Significance.
- b) Political Sociology and other Social Sciences.

UNIT-II:

- a) Approaches to the Study of Political Sociology.
- b) Max Weber's Contribution to Political Sociology.

UNIT-III:

- a) Political Participation
- b) Political Modernization.

UNIT-IV:

- a) Political Leadership-Its Traits.
- b) Political Communication.

UNIT-V:

- a) Political Culture.
- b) Political Socialization – Agents and Stages.

Suggested Readings:

1. Neeraj, Political Sociology, Neeraj Publications, New Delhi, 2021.
2. Chakraborty Satyabrata, Political Sociology, Trinity Publishers, New Delhi, 2021.
3. Pukhraj Jain, Dr. B.L. Fadia, Political Sociology, Sahitya Bhawan Publishers, New Delhi, 2017.
4. Mishra, S.K., Political Sociology, Sri Durga Pustak Bhandar Publishers, Sambalpur, 1989
5. Gajanafer Alam, Political Sociology, K.K. Publications, New Delhi, 2014.
6. Palekar, S.A., Political Sociology, Mangalam Publications, Delhi, 2010.
7. Pradip Basu, Political Sociology, Setu Prakashani Publishers, New Delhi, 2015
8. Janowitz, M., Political Sociology in Encyclopedia of Social Sciences, Free Press, McMillan, 1961.
9. Venkata Subbaiah. C & Muralidhar B.V, Modern Political Theory, S.V. University, Distance Mode Publication, Tirupati, 1990.
10. Sushil Kumar Saxena and Satish Mittal, Political Sociology, Arjun Publishing House, Delhi, 2012.

PSPA 106(A): PUBLIC RELATIONS & MASS COMMUNICATIONS
Skill Oriented Course - I

UNIT – I

- a) Public Relations: Evolution, Essentials and Principles.
- b) Ministry of Information and Broadcasting - Organizations, Functions.

UNIT – II

- a) Mass Communication: Characteristics, Scope, Mass Communication and Mass Culture.
- b) Functions of Mass Communication: Persuade, Inform, Educate and Entertain: Impact & Influence of Mass Media.

UNIT – III

- a) Theories of Mass Communication- Cognitive Theory, Authoritarian Theory, Libertarian Theory.
- b) Corporate Public Relations: Process, elements and Management of Corporate Public Relations.

UNIT - IV

- a) Employee and Stake holder Relations.
- b) Education and Community Relations.

UNIT - V

- a) Professional Code: Meaning, Principles and Code of Ethics (International, IPRA)
- b) Public Relations and Social Responsibility, Right to information, Intellectual Property Rights.

Suggested Readings

1. Karen Freberg, Discovering Public Relations An Introduction to Creative and Strategic Practices, Sage Publications, New Delhi, 2020
2. D.S. Mehta, Handbook of Public Relations in India, Allied Publishers Ltd, New Delhi, 1998.
3. Diwaker Sharma, Public Relations: An Emerging Specialized Profession, Deep& Deep Publication Pvt. Ltd. New Delhi, 2004.
4. Frazier Moore, Frank B. Kalup, Public Relations: Principles, Cases, and Problems, Richard Irwin Publishers, New York, 2002.
5. U.K. Singh & B. Narayan, Public Relations Management, Anmol Publications Pvt. Ltd., New Delhi, 1999.
6. Sumit Narula, Mass Communication: Theory and Practice, Regal Publications, New Delhi, 2011.
7. Reddi C.V.N, Effective Public Relations and Media Strategy, Prentice Hall India Learning Private Limited, New Delhi, 2013.
8. Iqbal Sachdeva, Public Relations: Principles and Practices, Oxford University Press, New Delhi, 2009.
9. Jaishri Jethwaney and Sarkar N. N, Public Relations Management, Sterling Publishers, New Delhi, 2015.
10. Seema Hasan, Mass Communication, CBS Publishers and Distributors, New Delhi, 2021.

PSPA 106(B): LEADERSHIP SKILLS
Skill Oriented Course - I

Unit-I

- a) Introduction to Leadership : Functions, Leadership Roles, Leaders Vs Managers
- b) Theories of Leadership

Unit-II

- a) Leadership Skills : Leadership and Management
- b) Competencies and Skills of Leaders : Issues in organizations Leadership

Unit-III

- a) Types of Leadership
- b) Qualities and Commitments of Leadership

Unit-IV

- a) Team Building and Group Dynamics
- b) Leadership and Corporate Culture

Unit-V

- a) Problem solving and Decision Making
- b) Women in Leadership

Suggested Reading

1. Andrew J. Dubrin, Carol, Dalglish Peter Miller, Leadership, 2005, 2nd Asia Pacific Ed. John Wiley & sons, Australia, Limited, 2015
2. V.SP. Rao “Management Text & Cases 2014”, Excel Books.
3. Peter G. Northouse, “Leadership” 2015, 6th Ed. Sage Publications
4. Lussler / Achua, Effective Leadership, 3rd Ed. Cengage Learning, 2016.
5. Richard L. Daft, Leadership, Cengage Learning 2015.
6. Gary Gukl, Leadership in organizations, 6th Edition, Pearson Education, 2016.
7. Northouse P.G. 2018. Leadership: Theory and Practice; Sage Publications
8. Philip Sadler, “Leadership” Kogon Page London, 2003
9. Dr. K. Anomol Reddy, Human Resource Management for Extension Personnel, ManaG, 2012.
10. Creating women business leaders: Differentiating styles of women executives. Survey Report of Forum for Women in Leadership

PSPA 107(A): POLITICAL CAMPAIGN MANAGEMENT
Skill Oriented Course – 2

Unit-I

- a) Introduction to Political Campaign Management
- b) Issues in Political Campaign Management

Unit-II

- a) Building a Winning Campaign Strategy
- b) Creating a Strong ground game

Unit-III

- a) Leveraging Digital tools and social Media
- b) Fund Raising and Budget Management

Unit-IV

- a) Media Relations and Public Speaking
- b) Get out the vote strategies

Unit-V

- a) Ethical campaigning and Legal considerations
- b) Case studies : Political campaign Management

Suggested Reading

1. Fauchex, Ronald A. Winning Elections : Political campaign Management, Strategy & Tactics, 2003.
2. Daley, Shane (2018). Running for office as an online candidate. Web strategies for Local campaigns
3. Shaw, Catherine M. The campaign Manager. Running and Winning Local Elections, 6th Edition, Westview Press, 2018.
4. Donald Green and Alan Gerber, Get out the Vote: How to increase voter Turnout, 4th Edition, Westview Press, 2018.
5. MC Namara, Michael, The Political Campaign Reference: A guide for campaign Managers, Operatives and candidates, Running for political office, 4th Edition. Campaigngey Press, An Imprint of Mason Grant LLC, 2019.

PSPA 107(B): ADMINISTRATION OF NON-GOVERNMENTAL ORGANIZATIONS'

Skill Oriented Course – 2

Unit-I

- a) NGO's – An Introduction, Concept, and Functions
- b) Evolution of NGO's in India

Unit-II

- a) Importance of Funding and fund raising strategies
- b) Issues in NGO's Management

Unit-III

- a) Legal requirements in setting up NGO's in India
- b) Planning programmes and working with the community

Unit-IV

- a) NGO's working with the Government and different Stakeholders
- b) Leadership for NGO's Management

Unit-V

- a) Managing Resources and proposal writing
- b) Process documentation & monitoring and evaluation

Suggested Reading

1. Ball, C., & Dum, L (1992). Non-governmental organizations: Guidelines for good policy and practice, London. The commonwealth Foundation.
2. Charnovitz, S. (1997) Two Centuries of Participation: NGO's and Introductory governance Michigam Journal of International Law, 183-286.
3. Koten, D. (1991). Getting to 21st Century Voluntary action and global Agenda. Connecticut, USA. Kumarian Press/
4. Elvis, D & Kavnji N (Non-Governmental organizations and Development), 2009, New York, Routledge.
5. Mahajan, G (1999), Civil Society and its avatars: What happened to freedom and democracy. Economic and Political Weekly, 1188-96.
6. Maters, K (2006). NGO's in United Nations system: Evaluating theoretical approaches. Journal of International Development, 691-700.
7. A. Abraham, "Formation and Management of NGO'S (2003), Third Edition University Law Publishing Co., Pvt. Ltd. New Delhi.
8. D. Elvis. "Management of Non-Governmental Development Organization" (2001), 2nd Edition Routledge, New York.
9. P. Sundar "Business and Community" the story of corporate Social Responsibility in India" Sage Publications, New Delhi.
10. S. Aggarwal, "Corporate social Responsibility in India" (2008) Sage Publication, New Delhi.

Indian Knowledge System – 1 (Audit Course)
PSPA 108: INDIAN POLITICAL THOUGHT

UNIT-I:

- a) Ancient Indian Thought - Sources; The Concept of Dharma and Danda.
- b) Nature of State in ancient India.

UNIT-II:

- a) Veda Vyasa (Shantiparva) - Rajadharma, Manu -Social Laws.
- b) Kautilya – Theory of State.

UNIT-III:

- a) Jyotirao Phule: Anti-Caste thought. Social Justice and the Critique of Brahmanism.
- b) Rabindranath Tagore: Critique of nationalism and advocacy for humanism.

UNIT-IV:

- a) Raja Ram Mohan Roy – Rights, Pandita Ramabai – Gender.
- b) Swami Vivekananda – Ideal Society.

UNIT-V:

- a) Mahatma Gandhi – Swaraj, Dr. B. R. Ambedkar –Political Philosophy.
- b) Vinayak Damodar Savarkar – Hindutva, Jawaharlal Nehru – Secularism, Ram Manohar Lohia – Socialism.

Suggested Readings:

1. Gauba O. P, Indian Political Thought, National Paperbacks Publishers, New Delhi, 2021.
2. Urmila Sharma, Indian Political Thought, Atlantic Publishers, New Delhi, 2020
3. Himanshu Roy and M P. Singh, Indian Political Thought: Themes and Thinkers, Third Edition, Pearson Education Publishers, New Delhi, 2020.
4. Bhikhu Parekh, Gandhi's Political Philosophy, London: Macmillan Press, 1989.
5. Bhikhu Parekh, Colonialism, Tradition and Reform: An Analysis of Gandhi's Political Discourse, Sage Publications, New Delhi, 1989.
6. Bhikhu Parekh and Thomas Pantham (eds.), Political Discourse: Explorations in Indian and Western Political Thought, Sage Publication, New Delhi, 1987.
7. Bidyut Chakrabarty and Rajendra Kumar Pandey, Modern Indian Political Thought: Text and Context, Sage Publication, New Delhi, 2009.
8. Partha Chatterjee, Nation and its Fragments, Oxford University Press, New Delhi, 1994.
9. Partha Chatterjee, Nationalist Thought and the Colonial World: A Derivative Discourse? Zed Books, London, 1986.
10. V. R. Mehta and Thomas Pantham (ed.), Political Ideas in Modern India: Thematic Explorations, Sage Publications, Delhi, 2006.

SEMESTER-II
PSPA 201: ADMINISTRATIVE THEORIES
Core Course

Unit-I

- a) Meaning, Nature and Importance of Theory.
- b) Evolution and Emerging Trends in Administrative Theory.

Unit-II

- a) Henry Fayol –Principles of Management and F.W. Taylor - Scientific Management.
- b) Luther Gulick and Lyndall Urwick – Science of Administration and Structural – Functional Theory of Administration.

Unit-III

- a) Max Weber – Concept of Bureaucracy.
- b) Herbert Simon – Decision-Making Theory.

Unit-IV

- a) Abraham Maslow – Motivation Theory
- b) Douglas McGregor – Theory X and Theory Y

Unit-V

- a) Elton Mayo – Human Relations Theory.
- b) F.W Rigg's Ecology of Public Administration.

Suggested Readings

- 1) Sanjay Kumar, Aniket Shonak, Administrative Theory, Straight Forward Publishers Pvt. Ltd, Delhi, 2021.
- 2) Vijay Aggarwal, Administrative Thinkers, Teenage Publishers, New Delhi, 2021.
- 3) Ravindra Prasad, D. and P. Satyanarayana and Others (ed.), Administrative Thinkers, Sterling, New Delhi, 2013.
- 4) Rakesh Hooja, Administrative Theories : Approaches, Concepts and Thinkers in Public Administration, Rawat Publications, Jaipur, 2007.
- 5) Team Spectrum Books, Public Administration Theories and Principles, Spectrum Publishers, Delhi, 2021.
- 6) Sapru R K, Administrative Theories And Management Thought, PHI Learning Publishers, Delhi, 2021
- 7) Naidu S P, Public Administration: Concepts and Theories, New Age International Private Limited Publishers, Delhi, 2021.
- 8) Sanjay Kumar, Aniket Shonak, Administrative Theory, Straight Forward Publishers Pvt. Ltd., Delhi, 2021.
- 9) Kumar Anil, Administrative Theory & Thought, Ancient Publishing House, Delhi, 2021.
- 10) Gollybaba, Administrative Theory, Gullybaba Publishing House Pvt. Ltd, New Delhi, 2020.

PSPA 202: INTERNATIONAL RELATIONS
Core Course

Unit-I:

- a) Meaning, Nature, Scope & Importance of International Relations.
- b) Idealistic Approach Realistic Approach

Unit-II:

- a) The League of Nations and U.N.O
- b) The Four Great Debates

Unit-III:

- c) Foreign Policy
- d) Diplomacy- Impact of Public Opinion in International Relations

Unit-IV:

- a) Nature, Growth and Issues during Cold War
- b) Détente-Its features - New Cold War-Its features

Unit-V:

- a) Post-Cold War International Relations, 9/11 and its Aftermath.
- b) International Relations in Covid & Post –Covid Scenario.

Suggested Readings

1. Deepanshu Singh, International Relations - Interests & Challenges, Disha Publication, New Delhi, 2021.
2. Pavneet Singh, International Relations for General Studies Preliminary and Main Examination, Fourth Edition, McGraw Hill Publishers, Noida, 2021.
3. Pushpesh Pant, International Relations for Civil Services Examination, Wisdom Tree Publishers, New Delhi, 2021.
4. Amb. Surendra Kumar, India's Foreign Policy in the Post-Covid World: International Relations through the Eyes of Indian Diplomats, Wisdom Tree Publishers, New Delhi, 2021.
5. Hana Alhashimi et al, The Future of Diplomacy After COVID-19, Multilateralism and the Global Pandemic, Routledge Publishers, New York, USA, 2021.
6. Gian Luca Gardini, The World before and after Covid-19 Intellectual reflections on Politics, Diplomacy and International Relations, European Institute of International Studies Press, Salma Stockholm, Sweden, 2021.
7. V.N. Khanna and Leslie K Kumar, International Relations, Vikas Publishing, New Delhi, 2020.
8. Tim Dunne et al, International Relations Theories Discipline and Diversity, OUP Oxford, England, 2020.
9. C.Venkata Subbaiah & B.V. Muralidhar, International Relations, SVU Distance Mode Publication, Tirupati, 1991.
10. Richard K. Betts, Conflict After the Cold War Arguments on Causes of War and Peace, Routledge Publishers, New York, USA, 2021.

PSPA 203: INDIAN POLITICAL PROCESS
Core Course

Unit-I

- a) Meaning, Nature of Party System.
- b) Party System in India and its importance.

Unit-II

- a) Election Commission of India.
- b) Elections, Political Participation and Voting Behaviour.

Unit-III

- a) The Legislature: Parliament, The Executive: President, Prime Minister, The Cabinet and Speaker.
- b) State Legislature: Governor, Chief Minister, the Cabinet and Speaker.

Unit-IV

- a) Demand for New States – Causes and Consequences.
- b) New Trends in Indian Polity- Subaltern Movements

Unit-V

- a) Women in Politics and Development.
- b) National Integration and Problems in Nation Building.

Suggested Readings

1. Dr. Ashutosh Kumar, Political Process in India, Shivalik Prakashan Publishers, New Delhi, 2021.
2. Johari and Gupta, Political Process in India, Vishal Publishing Co, Jalandhar, 2020.
3. Gullybaba.com Panel, BPSC-104 Political Process In India, Gullybaba Publishing House Pvt. Ltd., New Delhi, 2020.
4. Sanjeev Kumar HM, Dev N Pathak (Eds.), Political Process in India ,Pinnacle Learning Publishers, Chennai, 2020.
5. Biju, M.R., Democratic Political Process, Krishna Mittal, New Delhi. 2009.
6. Rajendra Dayal, Introduction to Political Processes in India, Book Age Publication, Charlotte, North Carolina, 2015.
7. Avasthi, A.P., Indian Government and Politics, Lakshmi Narayan Agarwal, 2009.
8. Peter Ronald De Souza E. Sridharan, India's Political Parties, Sage Publications, New Delhi, 2011.
9. Jawaharlal Gupta, Union Govt. and Administration India, Dominant Publishers, New Delhi, 2012.
10. Satpal Swan, Indian Administration, RBSA & Publishers, Jaipur, India, 2013.

PSPA 204: PUBLIC POLICY
Core Course

Unit-I

- a) Meaning, Nature, Scope and Importance of Public Policy.
- b) Approaches to the Study and The Policy -Making Process.

Unit-II

- a) System's Theory.
- b) Elite Theory.

Unit-III

- a) Policy Formulation and Implementation.
- b) Role of Political Parties in Policy Formulation.

Unit-IV

- a) Role of Bureaucracy in Public Policy Making.
- b) Non-Governmental Organizations in Policy Making.

Unit-V

- a) Good-governance and Public Policy Making.
- b) Role of Information Technology in Public Policy Process.

Suggested Readings

1. Ram Chandrashekharan, Public Policy and Administration in India, Academic Aspirations Publishers, New Delhi, 2021.
2. Furqan Ahmad, Public Policy in India, Adroit Publishers, New Delhi, 2021.
3. Kuldee Mathur, Public Policy and Politics in India- How Institutions Matter, Oxford University Press, New Delhi, 2020.
4. Sapru R K and Y. Sapru, Public Policy: Formulation, Implementation and Evaluation, Sterling Publications Private Limited, 2020.
5. Radhakrishnan Sapru, Public Policy: A Contemporary Perspective, Sage Publications India Private Limited, New Delhi, 2017.
6. Thomas R. Dye, Understanding Public Policy: Books a La Carte, 15th edition, Pearson College Publishers, London, United Kingdom, 2017.
7. Wilson, Carter, Public Policy: Continuity and Change. Illinois: Waveland Press, 2006.
8. Anderson, J, Public Policy-Making: An introduction (revised 6th edition), Houghton Miffl in, Boston, 2005.
9. Araral Jr. Fritzen Michael Howlett, M Ramesh and Xun Wu, Routledge Handbook of Public Policy, Routledge, New York, 2013.
10. Fischer, F., Reframing Public Policy: Discursive Politics and Deliberative Practices, Oxford University Press, USA, 2003.

PSPA 205: COMPARATIVE POLITICS
Core Course

Unit-I

- a) Nature, Scope and Importance of Comparative Politics.
- b) Different Approaches to the Study of Comparative Politics.

Unit-II

- a) Social Infrastructure: Religion, Caste and Ethnic Groups – Socio – Economic factors.
- b) Political Culture, Political Communication and Political Participation

Unit-III

- a) Political Institutionalization and Modernization.
- b) Almond's Theory of Structural and Functionalism.

Unit-IV

- a) Elections and Voting Behaviour.
- b) Public Opinion and Pressure Groups.

Unit-V

- a) Role of Political Parties in India.
- b) Political Parties: National and Regional Parties.

Suggested Readings

1. Vidya Bhushan, Comparative Politics, Atlantic Publication, New Delhi, 2021.
2. Chakraborty Satyabrata, Political Sociology, Trinity Publishers, New Delhi, 2021.
3. Tapan Biswal, Comparative Politics, Laxmi Publications, New Delhi, 2020.
4. A.C. Johari, Comparative Politics, Sterling Publishers Pvt. Ltd., New Delhi, 2020.
5. Rekha Diwakar, Party System in India, OUP India Publishers, New Delhi, 2017.
6. Almond, Comparative Politics Today: A world, Pearson India Publishers, New Delhi, 2011.
7. Aravind K. Roy, Comparative Politics and Political Government, Mahaveer and Sons, Delhi, 2011.
8. Rajani Kothari, Politics in India – Caste in Indian Politics: Rethinking Democracy, Orient Blackswan Private Limited, Jaipur, 2009.
9. Pradip Basu, Political Sociology, Setu Prakashani Publishers, New Delhi, 2015.
10. Dasarathi Bhuyan, Role of Regional Political Parties in India, Mittal Publications, New Delhi, 2007.

PSPA -206(A): SWADESHI: DEVELOPING ENTREPRENEURIAL SKILLS
Skill Oriented Course - 3

Unit- I

- (a) The idea of Swadeshi in Indian tradition
- (b) Definition and Characteristics of an Entrepreneur

Unit-II

- (a) Entrepreneurial Skills- Types - Team work and Leadership skills, Analytical and problem solving skills, Critical thinking skills, Branding, Marketing and Networking skills.
- (b) Role of Entrepreneurship Development Programmes (EDP)

Unit-III

- (a) Made in India
- (b) Make in India

Unit-IV

- (a) SAMRIDH Scheme, Start-up India Seed Fund , Start-up India Initiative
- (b) ASPIRE ,MUDRA Bank,

Unit-V

- (a) Ministry of Skill Development and Entrepreneurship , ATAL Innovation Mission
- (b) Emerging trends in Entrepreneurship

Suggested Readings

1. Sumit , The Swadeshi Movement in Bengal. Calcutta: Peoples Publishing House, New Delhi,1973
2. Sunil Kumar Gupta, Make in India : A Compendium of Business Opportunities & Laws in India, Parragon Publishers, New Delhi, 2015.
3. Mary Jane Byrd and Leon Megginson, Small Business Management: An Entrepreneur's Guidebook, McGraw-Hill Education; 7th edition,USA,2012
4. Debasish Biswas, Chanchal Dey, Entrepreneurship Development in India, Routledge Publishers, New Delhi,2023
5. Amitabh Kant, MADE IN INDIA: 75 Years of Business and Enterprise, Rupa Publications India Pvt Ltd.; First Edition , New Delhi,2023
6. Mahendra Panwar, Make in India: Opportunities and Challenges, Kunal Books, New Delhi,2023
7. Rameshwari Pandya, Skill Development and Entrepreneurship in India, Ingram short title Publishers, Delhi, 2016
8. Sanchita Singh, Startup India, Harbans Lal & Sons Publishers, Howrah, West Bengal, 2018
9. Ministry of Micro, Small & Medium Enterprises Government of India,e Book of Schemes for Micro, Small and Medium Enterprises (MSMEs),msme.gov.in,2020
10. Madhav Bhole, India's Entrepreneurial Journey: 51 stories of Rags to Riches and other wealth creators, Evincepub Publishing; 1st edition,Koni, Bilaspur, Chhattisgarh,2024.

PSPA 206(B): PERSONALITY DEVELOPMENT AND EMPLOYABILITY
Skilled Oriented Course - 3

UNIT-I:

- a) The concept of Personality - Dimensions of Personality
- b) Significance of Personality Development. - Hurdles in achieving success.

UNIT-II:

- a) Attitude - Concept - Significance - Factors affecting Attitudes - Positive Attitude —Negative Attitude.
- b) Concept of Motivation - Significance – Internal and External motives - Importance of self-motivation- Factors leading to de-motivation

UNIT-III:

- a) Self-esteem - Low self-esteem.
- b) Interpersonal Relationships – Defining the difference between aggressive, submissive and assertive behaviors – Lateral thinking.

UNIT-IV:

- a) Body Language – Conflict and Stress Management - Decision-making Skills, Communication Skills.
- b) Leadership – Character Building -Team-work – Time Management - Work ethics

UNIT-V:

- a) Resume Building— Facing the Personal (HR & Technical) Interview.
- b) Mock Interview Sessions.

Suggested Readings

1. Sabina Pillai, Soft Skills and Employability Skills, Cambridge University Press, Delhi, 2017.
2. Barun Mitra, Personality Development and Soft Skills, Oxford University Press, New Delhi, 2016.
3. Vijay Agrawal, Personality Development for Students, Benten Books Publishers, New Delhi, 2014.
4. Hurlock, E.B, Personality Development, 28th Reprint, Tata McGraw Hill, New Delhi, 2006.
5. Stephen P. Robbins and Timothy A. Judge, Organizational Behavior 16th Edition: Prentice Hall, New Jersey, 2014.
6. Andrews, Sudhir, How to Succeed at Interviews. 21st (rep.) New Delhi, Tata McGraw-Hill 1988.
7. Heller, Robert, Effective leadership. Essential Manager Series. Dk Publishing, 2002.
8. Lucas, Stephen, Art of Public Speaking. Tata - Mc-Graw Hill, New Delhi, 2001.
9. Mile, D.J, Power of positive thinking, Rohan Book Company, New Delhi, 2004.
10. Pravesh Kumar. All about Self- Motivation. New Delhi. Goodwill Publishing House, 2005.

PSPA 207(A): PSEPHOLOGY AND ELECTION ANALYSIS
Skilled Oriented Course - 4

Unit-I

- a) Psephology – Meaning, Growth and Development
- b) Elections and Constitutional Provisions

Unit –II

- a) Representation of Peoples’ Act 1950 and Electoral Reforms in India
- b) Model Code of Conduct, Party Manifesto

Unit –III

- a) Voting behaviour and its determinants in India
- b) Exit, Opinion Polls, Electoral Surveys and Analysis

Unit –IV

- a) Conducting Electoral Studies: Effective use of Voters Data, Sampling Techniques, Preparing Questionnaire and Tools
- b) Election and Mass Media: Electronic and Print Media, Digital Media and Social Networking Sites, Viral Communication

Unit –V

- a) Data Management: Voters Enrolment, Voters Participation, Voting Percentage, Number of Candidates and Political Parties
- b) Impact Campaign: Feedback on candidates, Election Manifesto, Connect with people & Electoral Bonds

Suggested Readings

1. Weiner, M, Party Politics and Electoral Behaviour (Third Printing ed., Vol. India' Party System). (E. Sridharan, & P. R. deSouza, Eds.) New Delhi: Sage Publications India Pvt Ltd, 2012.
2. Kumar, S., & Rai, P, Measuring Voting Behaviour In India. New Delhi: Sage Publications India Pvt Ltd, 2013
3. Pradeep Gupta, How India Votes And What It Means, HarperCollins India Private Limited, Noida, Uttar Pradesh, 2021
4. Yogendra Yadav, Making Sense of Indian Democracy: Theory as Practice ,Permanent Black Publishers, Delhi, 2020.
5. Yugank Goyal and Arun Kumar Kaushik, Who Moved My Vote? Digging through Indian Electoral Data, Westland Non-Fiction Publishers, New Delhi, 2023.
6. Sanjay Kumar, Measuring Voting Behaviour in India, SAGE India Publishers, New Delhi, 2013.
7. K C SAHA , Model Code of Conduct Handbook: Elections in India, Shipra Publications, New Delhi, 2015.
8. Professional, Representation of the People Act, 1950 as amended by Election Laws (Amendment) Act 2021 And Representation of the People Act, 1951 along with Rules, Professional Book Publishers, New Delhi, 2022.
9. Masaru Kohno ,Electoral Survey Methodology: Insight from Japan on using computer assisted personal interviews (Routledge-WIAS Interdisciplinary Studies), Routledge Publishers, USA, 2016.
10. Prannoy Roy, Verdict, The: Decoding India's Elections, Vintage Book Publishers, New Delhi, 2019.

PSPA 207(B): COMMUNICATION AND SOFT SKILLS
Skill Oriented Course - 4

Unit - I

- a) Definition of soft skills, Types - Lower order and higher order Soft skills
- b) Importance of soft skills in inter-personal communication and in employment

Unit-II

- a) Oral Communication Skills: Better usage of English/Vernacular language Presentation skills - Role Plays, Debate, Extempore,
- b) Public Speaking skills - GD Participation/Facing techniques - Ability for planning, organizing and coordinating GD Creative thinking, Problem solving and decision-making - Leadership skills.

Unit-III

- a) Written Communication Skills: Situation Reaction Test, Report Writing, Memos.
- b) Group Discussion

Unit - IV

- a) Interview Skills, Preparation of CV
- b) Active listening skills, Time Management, Stress Management

Unit -V

- a) Interpersonal Soft Skills: Self-awareness, Self-confidence, SWOC
- b) Goal setting, Negotiation, Persuasion skills.

Suggested Readings

1. Meenakshi Raman and Sangeeta Sharma , Technical Communication: Principles and Practice, 3rd Edition, Oxford University Press, New Delhi, 2015.
2. Ashraf Rizvi, M , Effective Technical Communication, 2nd Edition, Tata McGraw Hill, New Delhi,2017.
3. Minippally, Methukutty. M, Business Communication Strategies, 11th Reprint, Tata McGraw – Hill, New Delhi,2001.
4. Sasi Kumar. V and P.V. Dharmija , Spoken English: A Self-Learning Guide Conversation Practice, 34th reprint, Tata McGraw – Hill, New Delhi,1993
5. Print Singh, Prakash and Raman, Meenakshi , Business Communication, Oxford University Press, New Delhi,2006.
6. Niraj Kumar and Chetan Srivastava ,Communication N Soft Skills, New Royal Book Company , Lucknow, Uttar Pradesh,2014
7. Dr.Varalakshmi G, Effective Communication & Soft Skills, Neelkamal Publications,Hyderabad,2022
8. Suresh Kumar, Sreehari and Savithri, Communication Skills and Soft Skills: An Integrated Approach ,Pearson Publishers, Noida, Uttar Pradesh,2010
9. G.R.K. Murty, Soft Skills for Success, Viva Books Originals, UK, 2016
10. Manmohan Joshi, Soft Skills, Bookboon Publishers,UK,2020

PSPA 208: OPEN ONLINE TRANSDISCIPLINARY COURSE
OOTC – 1

Open Online Transdisciplinary Course (OOTC)- Students can choose any relevant course of his/her choice from the online courses offered by Governmental agencies like SWAYAM, NPTEL., etc.,

Indian Knowledge System – 2 (Audit Course)
PSPA 209: SOCIAL MOVEMENTS IN INDIA

Unit-I

- (a) Movements - Meaning, Concepts and Issues
- (b) Social Movements in Pre-Independent India – Brahmasamaj Movement, Arya Samaj Movement, Dravidian (Self Respect) Movement

Unit-II

- (a) Peasant and Left wing in India
- (b) Telangana Movement and Samaikyandra Movement.

Unit-III

- (a) Social Struggle of Dr. B. R. Ambedkar, Dalit Panthers Movement
- (b) Bahujan Samaj Movement.

Unit-IV

- (a) Women's Movement, Historical Overview, Ideology of Indian Women Movement.
- (b) Women in India's Freedom Struggle

Unit-V

- (a) Forest Based Movements- Movements Against Big Dams
- (b) Different Acts for Protection of Environment and Impact of Globalization on Social Movements and Political Implications.

Suggested Readings

1. Ghanshyam Shah, Social Movements in India, Sage Publishers, New Delhi, 2021.
2. Biswajit Ghosh, Social Movements, Sage Publishers, New Delhi, 2020.
3. Krishna Menon Ranjana Subberwal, Social Movements In Contemporary India, Sage Publishers, New Delhi, 2019.
4. Savyasaachi, Ravi Kumar, Social Movements Transformative Shifts and Turning Points, Routledge India Publishers, Delhi, 2019.
5. Rao M. S. A, Social Movements in India, Manohar Publishers and Distributors, New Delhi, 2016.
6. S. G. Devgaonkar, Social Movements in India and Abroad, Shree Sainath Prakashan Publishers, Nagapur, 2016.
7. Navaneeta Rath and Gautam Majumdar, Women in Indian Politics—Traditions, Transitions and Transformations, Mittal Publications, Mathura, 2016.
8. Raka Ray, Social Movements in India: Poverty, Power, and Politics, Rowman & Littlefield Publishers, New Delhi, 2005
9. Jayal, Niraja Gopal, Democracy in India, OUP Publishers, New Delhi, 2001.
10. Krishna Mallick, Environmental Movements of India Chipko, Narmada Bachao Andolan, Navdanya, Amsterdam University Press, USA, 2021.

I
=S.V. UNIVERSITY, TIRUPATI
SVUCOLLEGE OF ARTS

DEPARTMENT OF POLITICAL SCIENCE AND PUBLICADMINISTRATION

**Re-Structured P.G. Programme (CBCS) as per NEP 2020,
National Higher Education Qualification Frame Work (NHEQF) and
Guidelines of APSCHE**

(With effect from the batch of Students admitted from the academic year 2024-25)

M.A. POLITICAL SCIENCE AND PUBLIC ADMINISTRATION

M.A. POLITICAL SCIENCE SEMESTER – III								
S. No	Course	Code	Title of the Course	H/W	C	SEE	IA	Total Marks
1	*CC	PS 301	India's Foreign Policy-Continuity, Changes and Emerging Challenges	6	4	70	30	100
2		PS 302	Centre- State Relations in India	6	4	70	30	100
		PS 303	Research Methodology					
3		PS 304	E-Governance	6	4	70	30	100
		PS 305	State Government and Politics of Andhra Pradesh					
4	*SOC	PS 306	(A)Multi Media and Political Awareness OR (B) Political Communication and Electoral Reforms	6	4	70	30	100
5		PS 307	(A)Role of Think Tanks in Policy Making OR (B) Human Values - Professional Ethics and Political Leadership Skills	6	4	70	30	100
6	*OE/ *OOTC	PS 308	Indian Polity and Governance OR Open Online Trans disciplinary Course - 2	-	2	-	100	100
*	Seminar / Tutorials / Remedial Classes and Quiz as part of Internal Assessment			6	-	-	-	-
	Total			36	22	350	250	600

- ***CC (Core Courses)** - Student can choose any Three out of Five core courses
- ***SOC (Skill Oriented Courses)** – Student can choose one from each code
- **OE (Open Elective)** - Open Electives are for the Students of Other Departments. Minimum One Paper should be opted Extra credits may be earned by opting for more number of open electives depending on the interest of the students through self-study.
- ***OOTC (Open Online Transdisciplinary Course)** - Students can choose any relevant course of his / her choice from the online courses offered by governmental agencies like SWAYAM, NPTEL, etc.,

POLITICAL SCIENCE
SEMESTER-III
PS-301: INDIA'S FOREIGN POLICY-CONTINUITY,
CHANGES AND EMERGING CHALLENGES

Core Course

Unit-I:

- a) Nature, Scope, Evolution, Influences, Factors, Principles and Analysis of India's Foreign Policy.
- b) Ministry of External Affairs (MEA) – Structure and Functions.

Unit-II:

- a) India and her neighbors (India-Pak, India-Sri Lanka, India-China, India-Bangladesh).
- b) India's Relations with Super Powers USA and Soviet Union/Russia.

Unit-III:

- a) India and Non-alignment
- b) India and UNO

Unit-IV:

- a) India's Foreign Economic Policy
- b) India's Nuclear Policy

Unit-V:

- a) Post-Cold War Challenges to India's Foreign Policy
- b) India's Foreign Policy in the Post Covid Scenario.

Suggested Readings

- 1) S. C. Singhal, Foreign Policy of India, Lakshmi Narain Agarwal Publishers, Agra, 2021.
- 2) Amb. Surendra Kumar, India's Foreign Policy in the Post-Covid World: International Relations through the Eyes of Indian Diplomats, Wisdom Tree Publishers, New Delhi, 2021.
- 3) V. N. Khanna and Leslie Kumar, Foreign Policy Of India, Vikas Publishing House, Chennai, 2018.
- 4) V.P. Dutt, India's Foreign Policy: Since Independence, National Book Trust Publishers, Chennai, 2011.
- 5) Vatsala Shukla, India's Foreign Policy in the New Millennium, Atlantic Publishers, Chennai, 2014.
- 6) Muralidhar, B.V. & C. Sekhar (ed.), Indian-Bangladesh Relations – Past Perfect, Present Tense, Lap-Lambert Publishers, Germany, 2013.
- 7) C.Venkata Subbaiah & B.V.Muralidhar, India's Foreign Policy, SVU Distance Mode Publication, Tirupati, 1991.
- 8) Srinivasulu, K. & Muralidhar, B.V. (ed), India and Disarmament with reference to CTBT, Lap-Lambert Publishers, Germany, 2014.
- 9) Seshu, A, & Muralidhar, B.V.(ed)., Recent Trends in India- Srilanka relations, Scholar Press, Germany, 2016.
- 10) Yadav R.S. & Suresh Dhanda, India Foreign Policy: Contemporary Trends, Shipra Publications, New Delhi, 2009.

PS-302: CENTER-STATE RELATIONS IN INDIA
Core Course

Unit- I

- a) Nature of the Indian Federalism. Government of India Act 1935 – Main Features.
- b) Co-operative Federalism: Inter-State Council, Zonal Councils.

Unit-II

- a) Article 356- Use and Misuse.
- b) Role of Governor in Centre-State Relations.

Unit-III

- a) Centre-State Legislative Relations
- b) Centre-State Administrative and Financial Relations.

Unit-IV

- a) Demand for State Autonomy.
- b) Impact of Centre – State relations on Coalition Governments.

Unit-V

- a) Recommendations of Rajamannar Committee, Sarkaria Commission, Punchhi Commission.
- b) Centre-State Relations-Issues and Challenges.

Suggested Readings

- 1) Durgadass Basu, Introduction to the Constitution of India, Prentice Hall of India, New Delhi, 1987.
- 2) Sarkaria Commission Report on Centre- State Relations.
- 3) Markandan, KC, Centre-State Relations – The Perspective, ABS Publications, Jalandhar, 1986.
- 4) Avasthi, A.P., Indian Government and Politics, Lakshmi Narain Agarwal, Agra, 2001.
- 5) Arora B. and D.V. Vermeij (eds.), Multiple Identities in A single state: Indian Federalism in Comparative Perspective, Centre for Policy Research, Konark, New Delhi, 1995.
- 6) Austin, G., The Indian Constitution: Cornerstone of a Nation, Oxford University Press, Oxford, 1966.
- 7) Chanda, A., Federalism in India: A Study of Union State Relations, George Allen and Unwin, 1965.
- 8) Ray, A., Tension Areas in India's Federal System, K.P. Bagchi, Calcutta, 2001.
- 9) Chadramouliswara Rao, V. Politics of Regionalism and Centre-State Relations.
- 10) Rajamannar Committee Recommendation on Union- State Relations.

PS 303: RESEARCH METHODOLOGY

Core Course

Unit-I

- a) Meaning, Nature, Scope and Importance of Research - Types of Research
- b) Methods of Research and Techniques of Research

Unit-II

- a) Hypothesis – Meaning – Types – Sources
- b) Formulation of Research Design.

Unit-III

- a) Sampling- Types of Sampling in Social Science Research.
- b) Case Study Method – Characteristics – Limitations.

Unit-IV

- a) Data collection – Tools and Techniques.
- b) Data Processing and Analysis.

Unit- V

- a) Report Writing.
- b) Use of Computers in Social Science Research.

Suggested Readings

1. David E. McNabb, Research Methods For Political Science Quantitative Qualitative And Mixed Method Approaches, Taylor & Francis Ltd, Abingdon, United Kingdom, 2021.
2. Ashutosh Kumar, Research Methodology and Techniques in Political Science, ABD Publishers, New Delhi, 2021.
3. Sandra van Thiel, Research Methods in Public Administration and Public Management: An Introduction, Routledge Publishers, New Delhi, 2021
4. Rajat Acharyya, Nandan Bhattacharya, Research Methodology for Social Sciences, Routledge Publishers, New Delhi, 2020.
5. Kevin S, Research Methodology for Social Sciences, ANE Books Publishers, New Delhi, 2019.
6. Kothari C R , Gaurav Garg, Research Methodology : Methods And Techniques, New Age International Publishers Fourth edition, New Delhi, 2019.
7. Arunangshu Giri, Debasish Biswas, Research Methodology for Social Sciences ,Sage Publishers, Delhi, 2019.
8. Mukesh H. Khatik, Research Methodology in Political Science ,JTS Publications , Delhi, 2018.
9. Arunangshu Giri, Debasish Biswas, Research Methodology for Social Sciences, SAGE Publications India Pvt Ltd, New Delhi, 2018
10. John W. Creswell and Cheryl N. Poth, Qualitative Inquiry and Research Design, Sage Publishers, USA, 2017.

PS-304: E-GOVERNANCE

Core Course

Unit- I

- (a) E- Governance: Meaning, Scope and Importance
- (b) Evolution of E – Governance, Computer and Internet

Unit-II:

- (a) Perspectives and Theories of E- Governance
- (b) Models, Issues and Challenges of E- Governance

Unit-III:

- (a) National E –Governance Plan – e-Kranti.
- (b) Digital India and its Pillars.

Unit-IV:

- (a) Initiatives of E- Governance.
- (b) E-Readiness and Digital Divide.

Unit-V:

- (a) E-Governance in State Administration.
- (b) E-Governance in Rural Development and Urban Development.

Suggested Readings

1. Agarwal, Ashok (ed), E-Governance, Universities Press, Hyderabad, 2007.
2. Bhatnagar, Subhash, Unlocking E- Governance Potential Concepts, Case and Practical Insights, sage, NewDelhi, 2009.
3. Government of India, Second Administrative Reforms Commission, Promoting e-Governance. The Smart Way Forward, 2008.
4. Gupta,D.N.,e- Governance A Comprehensive Framework, New Century, New Delhi,2008.
5. Heeks,Richard, Implementing and Managing e-Government an International Text,Vistaar Publications, New Delhi,2005.
6. Homburg, Vincent, Understanding E- Government:Information Systems in Public Administration,Routledge,Abingdon,2008.
7. Madon, Shirin, e-Governance for Development: A Focus on Rural India, Palgrave Macmillan, Hound mills 2009.
8. Pannervel, P.,E-Governance:A change Management Tool,Rawat,Jaipur,2006.
9. Prabhu,C.S.R, e-Governance:Concepts and Case Studies,Prentice Hall of India,New Delhi,2004.
10. Raj,B.Srinivas, E-Governance Techniques Indian and Global Experiences, New Century,New Delhi,2008.

PS 305: STATE GOVERNMENT AND POLITICS OF ANDHRA PRADESH

Core Course

Unit-I

- a) Historical Background of the formation of Andhra State
- b) Evolution of State Politics in A.P

Unit-II

- a) Governor – Appointment, Powers, Functions and his changing Role, Relationship with Chief Minister
- b) Chief Minister – Powers, Functions and Council of Ministers.

Unit-III

- a) State Legislature, Executive, Judiciary – Composition, Powers, Functions, and Committees
- b) Speaker and his role in State Politics.

Unit-IV

- a) State Election Commission - Electoral Reforms –Voting Behaviour
- b) Regionalism and Sub- Regionalism and its Impact on State Politics

Unit-V

- a) Regional Political Parties in Andhra Pradesh: YSRCP, TDP and Jana Sena.
- b) Bifurcation of Andhra Pradesh and its Consequences.

Suggested Readings

- 1) U. B. Singh, State Administration in India, Kalpaz Publishers, Delhi, 2021
- 2) InukondaThirumali, Telangana - Andhra: Castes, Regions and Politics in Andhra Pradesh, Aakar Books, Delhi, 2021.
- 3) Nanda Namita, Nationalism and Regionalism in India, Kalpaz Publications, Delhi, 2021.
- 4) Raghunadha Rao P, History and Culture of Andhra Pradesh from the Earliest Times to 2019, Sterling Publishers Pvt. Ltd, New Delhi, 2021.
- 5) Mansoor Husain, Andhra Pradesh Bifurcation - Problem, Wisdom Publications, Chennai, 2019.
- 6) B. Pakem, Regionalism in India, Haranand Publications, Delhi, 2017
- 7) Upadhyaya. A.S., Electoral Reforms in India, Concept Publishers, New Delhi, 2005.
- 8) Jewell, Malcolm and McCally, State Politics, Parties, and Policy. Littlefield Publishers, New York, 2002.
- 9) Malsawmliana & Lalsangzela Pachuau, Politics of Regionalism in North-East India, Mittal Publications, Madhura, 2014.
- 10) DasarathiBhuyan, Role of Regional Political Parties in India, Mittal Publications, Mathura, 2010.

PS 306 (A)-MULTIMEDIA AND POLITICAL AWARENESS
Skill Oriented Course

Unit-I

- a) Media and Democracy – Meaning, Definition and Ideology
- b) Media-Democracy in transition

Unit-II

- a) Evolution of Media Policy in India: Contests- Continuities and Challenges
- b) Television and Politics- Popular Music and Politics

Unit-III

- a) Subaltern counter politics to Vernacular politics- Role of Media in shaping Public Opinion
- b) Role of Media in Governing Public Opinion

Unit-IV

- a) Press and Political Mobilization- Media and Social Change
- b) Debates in Political Communication- Opportunities and Challenges

Unit-V

- a) Role of Print, Electronic and Social media in Elections
- b) Role of Big 4 in spreading political awareness: X (Formerly Twitter), YouTube, Facebook and Instagram

Suggested Readings:

1. Bryant, J., & Oliver, M. B. (Eds.), Media effects: Advances in theory and research. Routledge Publishers, United Kingdom, 2009.
2. Anderson, Benedict, Imagined Community: Reflections on the Origin and Spread of Nationalism. (Revised Ed.), Verso, London, 1991.
3. Chatterji, P. C, Broadcasting in India, Sage Publications, New Delhi,1987.
4. Street, John, Mass Media, Politics and Democracy, 2nd ed., Palgrave Macmillan, Basingstoke, UK.,2011.
5. Thussu, Daya Kishan, Media and Communication in the Indian Diaspora: Transnationalism and Globalization, Routledge, London & New York, 2007.
6. Ghosh, Partha, Vernacular Politics in India, Routledge, London & New York,2020.
7. Jeremy Harris Lipschultz, Social Media and Political Communication, Routledge, New Delhi, 2022.
8. Jane Hall, Politics and the Media Intersections and New Directions, Sage Publications , New Delhi, 2021.
9. Gunn Enli and Hallvard Moe,Social Media and Election Campaigns: Key Tendencies and Ways Forward ,Routledge, New Delhi, 2017.
10. Bogdan Patrut & Monica Patrut,Social Media in POLitics - Case Studies on the Political Power of Social Media ,Springer Publications, USA,2014.

PS-306 (B) POLITICAL COMMUNICATION AND ELECTORAL REFORMS
Skill Oriented Course

Unit- I

- a) Political Communication: Meaning and Definition
- b) Origin and Development

Unit- II

- a) Political Socialization- Moral Politics- Role of Values and Attitudes
- b) Lasswell's Model of Communication

Unit-III

- a) Political Behaviour- Public Opinion- Political Campaign
- b) Stages and Techniques

Unit-IV

- a) Mass media in Political Communication- Political advertising and its strategies
- b) Role of the internet in Political Communication

Unit-V

- a) Electoral Reforms- Evolution- Need for Electoral Reforms- Challenges
- b) Recent trends in Electoral Reforms

Suggested Readings:

1. Perloff, Richard M, The Dynamics of Political Communication: Media and Politics in a Digital Age. Routledge, United Kingdom, 2021.
2. Trent, Judith S., & Friedenberg, Robert V, Political Campaign Communication: Principles and Practices. Rowman & Littlefield, USA, 2020.
3. Brants, Kees & Voltm, Katrin (Eds.), Political Communication in Postmodern Democracy: Challenging the Primacy of Politics, Palgrave MacMillan. Basingstoke, Hampshire and New York, 2011.
4. Norris, Pippa, Electoral Engineering: Voting Rules and Political Behavior, Cambridge University Press, USA, 2004.
5. Chakravartty, Paula & Roy, Srirupa, Media Pluralism and Electoral Democracy in India. Oxford University Press, New Delhi, 2015.
6. K.Raman Pillai, R.K. Suresh Kumar and P.Sukumaran Nair, Electoral Reforms Why and How , Kalpaz Publications, Delhi, 2013.
7. Manoj Agarwal, Electoral Reforms - A step Towards Good Governance, Prabhat Prakashan, New Delhi, 2022.
8. Kiran Prasad, Political Communication - The Indian Experience: Domain, Political Process and News Presentation Vol. 1, BR Publishing Corporation, New Delhi, 2011.
9. Yatindra Singh Sisodia, Pratip Chattopadhyay, Political Communication in Contemporary India Locating Democracy and Governance, Routledge India Publishers, Delhi, 2024.
10. Prof. Sunil Kanta Behera ,Rishikesh Kumar Gautam, Alfarid Hussain ,Bharti Publications, Political Communication in the Digital Age: Contemporary Issues and Perspectives from India, Bharti Publications, New Delhi, 2023

PS-307 (A)- ROLE OF THINK TANKS IN POLICY MAKING

Skill Oriented Course

Unit-I

- a) Think Tank: Meaning and Meaning
- b) Origin, Development and Importance

Unit-II

- a) Evolution - Types and Functions of Think Tanks
- b) Role of Think Tanks in shaping Public Opinion

Unit-III

- a) Think Tanks in Policymaking- Planning Commission and NITI Aayog
- b) Think Tanks Vs. Bureaucracy

Unit-IV

- a) Funding, Independence and Credibility of Think Tanks
- b) Challenges in the implementation of recommendations of Think Tanks

Unit-V

- a) Challenges for Think Tanks- Role of technology in the development of Think Tanks
- b) Major Think Tanks in India and at Global level

Suggested Readings:

1. Menker Aklilu, The Role of Think Tanks in Policy Formulation, Grin Verlag Publishers, Germany, 2023.
2. Laxmikanth, M, Governance in India, McGraw Hill Education (Latest edition), New Delhi, 2021.
3. McGann, J. The Future of Think Tanks and Policy Advice Around The World, Palgrave Macmillan, New Delhi, 2021
4. Sukhadeo Thorat, Ajaya Dixit and Samar Verma, Strengthening Policy Research: Role of Think Tank Initiative in South Asia, SAGE Publications Pvt. Ltd, New Delhi, 2018.
5. Rich, Andrew, Think Tanks, Public Policy, and the Politics of Expertise, Cambridge University Press, 2005.
6. Donald E. Abelson, Handbook on Think Tanks in Public Policy, Edward Elgar Publishing, UK, 2021.
7. James G. McGann, Comparative Think Tanks, Politics and Public Policy, Edward Elgar Publishing, UK, 2006.
8. Medha Bisht. Think Tanks, Foreign Policy and Geopolitics: Pathways to Influence Routledge India PublisherS, New Delhi, 2021
9. Abelson, Donald E, Do Think Tanks Matter? Assessing the Impact of Public Policy Institutes McGill-Queen's University Press, Canada, 2009
10. K.D. Saksena, NITI AAYOG and Planning Commission: Some Reflections, SHIPRA Publications, New Delhi, 2019

**PS 307(B)- HUMAN VALUES - PROFESSIONAL ETHICS AND POLITICAL
LEADERSHIP SKILLS
Skill Oriented Course**

Unit I

- a) Definition and Nature of Ethics- Its Relation to Religion, Politics, Need and Importance of Professional Ethics
- b) Basic Moral Concepts-Right, Ought, Duty, Obligation, Justice. Responsibility and Freedom, Good Behavior and Respect for Elders. Character and Conduct.

Unit II

- a) Individual and Society: Ahimsa (Non-violence), Satya (Truth), Purusharthas (Cardinal virtues) Dharma (Righteousness), Artha (Wealth), Kama (fulfillment bodily desires), Moksha (Liberation).
- b) Bhagavad Gita- Niskama Karma, Buddhism- The Four Noble Truths - Arya Astanga Marga, Jainism-Mahavratas and Anuvratas.

Unit III

- a) Social Ethics- Organ Trade, Human Trafficking, Human Rights Violation and Social Disparities, Feminist Ethics. Surrogacy / pregnancy.
- b) Political Ethics, Media Ethics

UNIT IV

- a) Theories of Leadership: Trait, Behavioural, Situational, Transformational
- b) Leadership Skills and Qualities - Core leadership competencies, - Decision-making and problem-solving skills, - Emotional intelligence and ethical leadership

UNIT V

- a) Effective Political Communication, Public Speaking and Oratory Skills
- b) Crisis Leadership

Suggested Readings:

1. Saroj Kumar and Sheenu Nayyer, Universal Human Values and Professional Ethics,Thakur Publication Pvt Ltd , Lucknow, Uttar Pradesh ,2020
2. Naagarazan R S, A Textbook on Professional Ethics and Human Values , New Age International Publishers,2017.
3. Singh and Dhanpat Rai, Human Values & Professional Ethics, Dhanpat Rai Publishers, New Delhi, 2016.
4. Roy W. Perrett, Senior Lecturer in Philosophy Roy W Perrett, Hindu Ethics: A Philosophical Study,University of Hawaii Press, Publishers, Honolulu, USA, 1998.
5. John Deigh,An Introduction to Ethics , Cambridge Publishers, 2015.
6. Aohn Murdoch, The Laws of Manu: Or Manava Dharma-Sastra, Forgotten Books Publishers, London, United Kingdom, 2018.
7. Northouse, P. G, Leadership: Theory and Practice (9th ed.), Sage publications, USA, 2022.
8. Kouzes, J. M., & Posner, B. Z, The leadership challenge: How to make extraordinary things happen in organizations (6th ed.). Wiley Publishers, USA, 2017.
9. Perloff, R. M, The Dynamics of Political Communication: Media and Politics in a Digital Age (3rd ed.), Routledge Publishers, United Kingdom, 2021.
10. Boin, A.,t Hart, P., Stern, E., & Sundelius, B, The Politics of Crisis Management: Public Leadership under pressure. Cambridge University Press, United Kingdom,2005.

PS-308: INDIAN POLITY AND GOVERNANCE

Open Elective

Unit-I

- (a) Meaning, Nature, Scope and Importance of Political Science
- (b) Difference between Polity and Political System, Government and Governance

Unit-II

- (a) Structure, Powers and Functions of Parliament, State Legislatures, Local Governments
- (b) Salient features of 73rd and 74th Constitutional Amendment Acts.

Unit-III

- (a) Judiciary – Structure, Powers and Functions
- (b) Judicial Activism, Judicial Review and PIL

Unit-IV

- (a) Government Policies and Programmes for Development
- (b) Development Process, the role of Civil Societies and NGO's

Unit-V

- (a) SMART Governance
- (b) Citizen Charter, RTI.

Suggested Readings

1. Fadia, B.L., Indian Government and Politics, Sahitya Bhawan Publications, Agra, 2008.
2. Maheswari, S.R., Local Government in India, Lakshmi Narain Agarwal, Agra, 2003.
3. Jawaharlal Gupta, Local Administration in India, RBSA Publishers, Jaipur, 2012.
4. Lakshminanth, M., Indian Polity, Tata McGraw-Hill Publishing Company, New Delhi, 2007.
5. Ramesh K. Arora and Rajini Goyal, Indian Public Administration, VishwaPrakashan, New Delhi, 2002.
6. Puri, K.K., Indian Administration, Bharat Publishers, Jalandhar, 2005.
7. Justice D.M. Dharmadhikari and Siddharth Sharma, Restructuring Indian Judiciary - A Comparative Study, Thomson Reuters Publishers, Toronto, Canada, 2021.
8. Devendra Upadhyay, The Handbook of Centre-State Relations In India, General Publishers, New Delhi, 2018.
9. Alois Paulin, Smart City Governance (Smart Cities), Elsevier Publishers, Amsterdam, Netherlands, 2018.
10. Team Prabhat Prakashan, Government Schemes, Missions, Campaigns And Programmes in India, Prabhat Prakashan Publishers, Delhi, 2018.

V S.V. UNIVERSITY, TIRUPATI
SVUCOLLEGE OF ARTS

DEPARTMENT OF POLITICAL SCIENCE AND PUBLICADMINISTRATION

**Re-Structured P.G. Programme (CBCS) as per NEP 2020,
National Higher Education Qualification Frame Work (NHEQF) and
Guidelines of APSCHE**

(With effect from the batch of Students admitted from the academic year 2024-25)

M.A. POLITICAL SCIENCE AND PUBLIC ADMINISTRATION

M.A. PUBLIC ADMINISTRATION SEMESTER – III								
S. No	Course	Code	Title of the Course	H/W	C	SEE	IA	Total Marks
1	*CC	PA 301	Public Personnel Administration	6	4	70	30	100
2		PA 302	Issues in Indian Administration					
		PA 303	Research Methodology	6	4	70	30	100
3		PA 304	Good Governance & Information and Communication Technology					
		PA 305	Financial Administration	6	4	70	30	100
4	*SOC	PA 306	(A)-Disaster Management OR (B)-Police Administration	6	4	70	30	100
5		PA 307	(A)-Contemporary Trends in Governance OR (B)-Public Sector Management	6	4	70	30	100
6	*OE / *OOTC	PA 308	Administrative Ethics and Office Management OR Open Online Trans disciplinary Course - 2	-	2	-	100	100
*	Seminar / Tutorials / Remedial Classes and Quiz as part of Internal Assessment			6	-	-	-	-
		Total		36	22	350	250	600

- ***CC (Core Courses)** - Student can choose any Three out of Five core courses
- ***SOC (Skill Oriented Courses)** – Student can choose one from each code
- **OE (Open Elective)** - Open Electives are for the Students of Other Departments. Minimum One Paper should be opted Extra credits may be earned by opting for more number of open electives depending on the interest of the students through self-study.
- **OOTC (Open Online Transdisciplinary Course)** - Students can choose any relevant course of his / her choice from the online courses offered by governmental agencies like SWAYAM, NPTEL, etc.,

PUBLIC ADMINISTRATION
SEMESTER-III
PA 301: PUBLIC PERSONNEL ADMINISTRATION
Core Course

Unit-I

- a) Public Personnel Administration – Meaning, Nature, Scope and Importance.
- b) Structure of Civil Services – All India Services, Central Services.

Unit-II

- a) Civil Services – Recruitment Process, Training
- b) Second Administrative Reforms Commission.

Unit-III

- a) Higher Civil Services – Ethical Values.
- b) Discipline – Morale and Motivation.

Unit-IV

- a) Employer – Employee Relations.
- b) Civil Services Unionism – Right to Strike.

Unit-V

- a) Promotion – Principles and Importance.
- b) Emerging Problems in Personnel Administration.

Suggested Readings

1. S.A. Palekar, Public Personnel Administration, ABD Publishers. Jaipur, 2020.
2. **Felix Nigro** and et al, **The New Public Personnel Administration**, Wordsworth Publishing, Georgia, 2020.
3. Expert Panel of Gullybaba, GNOU EPA-4 Personnel Administration, Gullybaba Publishers, New Delhi, 2021.
4. Sushant Kumar, Public Personal Administration, Kunal Books Publishers, New Delhi, 2018.
5. Norma M. Riccucci, Public Personnel Management Current Concerns, Future Challenges, Routledge Publishers, New Delhi, 2017.
6. Avasthi & Maheswari, Public Administration, Lakshmi Narayana Agarwal, Agra, 2010.
7. Dennis D. Riley, Public Personnel Administration, Pearson Publishers, 2nd edition, New York, 2001.
8. Glenn Stahl O, Public Personnel Administration, Joanna Cotler Books, New York City, 1962.
9. Goel, S.L., Public Personnel Administration, Sterling Publishers, New Delhi, 1984.
10. Steven W. Hays, Richard C. Kearney, Public Personnel Administration: Problems and Prospects, Prentice Hall Publishers, Hoboken, New Jersey, 2001.

PA-302 : ISSUES IN INDIAN ADMINISTRATION

Core Course

Unit-I

- a) Importance of Indian Administration - State Re- organization – Need for Small States.
- b) Neutrality and Anonymity of Civil Service: The Concept of Neutrality, Rationale of Neutrality.

Unit-II:

- a) Administrative Tribunals.
- b) Anti-Defection Law.

Unit-III:

- a) Generalists vs. Specialists: The Controversy
- b) Relationship between Political and Permanent Executives.

Unit-IV:

- a) Legal Aid and Public Interest Litigation (PIL).
- b) Redressal of Citizen Grievances – Lokpal and Lokayukta.

Unit-V:

- a) Right to Information Act.
- b) Civil Service Reforms in India and Emerging Trends

Suggested Readings

1. Work Hubert and Merium, The Problem of Indian Administration: Summary of Findings and Recommendations, Hassell Street Press, USA, 2021.
2. P.M Bakshi, Whytes & Co's Public Interest Litigation, Aggarwal Law House, New Delhi, 2021.
3. Avasthi, And A. Avasthi, Indian Administration, Lakshmi Narain Agarwal Publisher, New Delhi, 2017.
4. Kashyap Subhash C, Anti-Defection Law and Parliamentary Privileges, Universal Law Publishing - An imprint of LexisNexis; Third edition, New Delhi, 2011.
5. Government of India, The Right to Information Act 2005 Bare Act, Educreation Publishing, New Delhi, 2020.
6. Narayana P.S, Commentary on the Lokpal and Lokayuktas Act, Universal Law Publishing - An imprint of LexisNexis, New Delhi, 2016.
7. S.K. Das, The Civil Services In India, Oxford Publishers, New Delhi, 2013.
8. Justice (Society), The Citizen and the Administration; the Redress of Grievances; a Report, Hassell Street Press, USA, 2021.
9. Ramesh K. Arora and RajiniGoyal, Indian Public Administration, Vishwa Prakashan, New Delhi, 2012.
10. Lakxmikanth, M., Indian Polity, Tata McGraw-Hill Publishing Company, New Delhi, 2021.

PA 303: RESEARCH METHODOLOGY

Core Course

Unit-I

- a) Meaning, Nature ,Scope and Importance of Research - Types of Research
- b) Methods of Research and Techniques of Research

Unit-II

- a) Hypothesis – Meaning – Types – Sources
- b) Formulation of Research Design.

Unit-III

- a) Sampling- Types of Sampling in Social Science Research.
- b) Case Study Method – Characteristics – Limitations.

Unit-IV

- a) Data collection – Tools and Techniques.
- b) Data Processing and Analysis.

Unit- V

- a) Report Writing.
- b) Use of Computers in Social Science Research.

Suggested Readings

1. David E. McNabb, Research Methods For Political Science Quantitative Qualitative And Mixed Method Approaches, Taylor & Francis Ltd, Abingdon, United Kingdom, 2021.
2. Ashutosh Kumar, Research Methodology and Techniques in Political Science, ABD Publishers, New Delhi, 2021.
3. Sandra van Thiel, Research Methods in Public Administration and Public Management: An Introduction, Routledge Publishers, New Delhi, 2021
4. Rajat Acharyya, Nandan Bhattacharya, Research Methodology for Social Sciences, Routledge Publishers, New Delhi, 2020.
5. Kevin S, Research Methodology for Social Sciences, ANE Books Publishers, New Delhi, 2019.
6. Kothari C R , Gaurav Garg, Research Methodology : Methods And Techniques, New Age International Publishers Fourth edition, New Delhi, 2019.
7. Arunangshu Giri, Debasish Biswas, Research Methodology for Social Sciences ,Sage Publishers, Delhi, 2019.
8. Mukesh H. Khatik, Research Methodology in Political Science ,JTS Publications , Delhi, 2018.
9. Arunangshu Giri, Debasish Biswas, Research Methodology for Social Sciences, SAGE Publications India Pvt Ltd, New Delhi, 2018
10. John W. Creswell and Cheryl N. Poth, Qualitative Inquiry and Research Design, Sage Publishers, USA, 2017.

PA 304: GOOD GOVERNANCE - INFORMATION AND COMMUNICATION TECHNOLOGY

Core Course

Unit-I

- a) Governance: Meaning, Definition, Characteristics and Functions.
- b) Dimensions and Types of Governance.

Unit-II

- a) Good Governance: Meaning, Concept. and Characteristics
- b) Good Governance -Challenges and Needs.

Unit-III

- a) Information Technology: Meaning, Concept, Advantages and Disadvantages.
- b) Information Technology Act 2000: Aims, Objectives, Features, Applicability and Non-Applicability.

Unit-IV

- a) ICT and Governance
- b) Responsibilities and Effectiveness of ICT.

Unit-V

- a) Role of Information Technology in Good Governance.
- b) Covid -19 and its impact on Governance.

Suggested Readings

1. **Elsa Estevez**, and et al, **Smart Cities and Smart Governance: Towards the 22nd Century Sustainable City: 37 (Public Administration and Information Technology)**, Springer Publishers, India, **2021**.
2. Vasundhara Mohan, Scaria Pannackal, Good Governance in India: Prospects and Challenges, Concept Publishing Company Pvt. Ltd, New Delhi, 2019.
3. CSR, Prabhu, E-Governance – Concepts and Case Studies, PHI learning Private Limited, New Delhi, 2009.
4. Goel, S.I., Good Governance – An Integral Approach, Deep and Deep Publications Pvt. Ltd., New Delhi, 2007.
5. Suresh, R., Right to Information and Good Governance, Global Research Publications, New Delhi, 2013.
6. Rajiv Sharma and Nandini Sharma, Good Governance – Press Perspectives, Aalekh Publishers, Jaipur, 2013.
7. Barthwal, CP, Good Governance in India, Deep and Deep Publications Pvt. Ltd., New Delhi, 2010.
8. Parthasaradhi, Y, E-Governance and Indian Society: An Impact of Study, Kaniskha, New Delhi, 2009.
9. Gerardus Blokdyk, Information Technology Governance A Complete Guide, 5 STARCooks Publishers, New Delhi, 2020
10. Ali Hussain, M., Good Governance through E-Governance: Reflections from Andhra Pradesh and Kerala, VL Media Solutions, New Delhi, 2013.

PA-305: FINANCIAL ADMINISTRATION
Core Course

Unit-I

- a) Meaning, Scope and Significance of Financial Administration,
- b) Evolution of Financial Administration.

Unit-II

- a) Budget- Meaning - Principles, Types of Budget - Zero Based, Performance, Deficit and Surplus.
- b) Budget-Formulation – Enactment- Execution

Unit-III

- a) Fiscal Policy – Role of Finance Commission in India.
- b) Tax Administration in India.

Unit-IV

- a) Public Accounts Committee, Estimates Committee, Committee on Public Undertakings, Parliamentary Standing Committees.
- b) Finance Ministry – Organization and Functions.

Unit-V

- a) Accounting System in India, Management Accounting, Auditing System in India, Types of Audit.
- b) Role of Comptroller and Auditor General of India.

Suggested Readings

1. Sanjeev Kumar Mahajan, Financial Administration in India, PHI Learning Publishers, New Delhi, 2021.
2. Pundrik Ojha & Kiran Sharma, Financial Administration (With Special Reference to India), Raj Publications, New Delhi, 2021.
3. Sahib Singh, Financial Administration, Fortune Publishers, New Delhi, 2021.
4. Sanjeev Kumar Mahajan et.al, Financial Administration in India, PHI Learning Private Limited Publishers, New Delhi, 2014.
5. Saini, P.K., Financial Administration in India: Changing contours and Emerging Challenges, Deep and Deep Publications, New Delhi, 2007.
6. Goel, S.L.O, Public Financial Administration, New Delhi, Deep & Deep Publications, 2004.
7. Dr. Shimla, Parliamentary Standing Committees in India, Viva Books, New Delhi, 2015.
8. Devender Singh, The Indian Parliament - Beyond The Seal And Signature Of Indian Democracy, Universal Law Publishers, New Delhi, 2016.
9. Verma, V.P, Financial Administration- Concept and Issues, Alfa Publication, New Delhi, 2008.
10. Ganguly, S.P, Control over Public Finance in India. Concept Publishing Company, New Delhi, 2017.

PA-306 -5(A): DISASTER MANAGEMENT

Skill Oriented Course

Unit-I

- a) Meaning, Nature, Scope and Importance of Disaster Management
- b) Concepts -Disaster, Hazard, Vulnerability, Exposure, Capacity, Risk.

Unit-II

- a) Types of Natural Disasters - Floods, Cyclones, Drought, Earthquakes, Landslides, Volcanic eruptions.
- b) Tools, Techniques and Mechanisms of Disaster Management

Unit-III

- a) Types of Manmade Disasters – Chemical, Biological, Air Pollution, Water Pollution, Deforestation,
- b) Road Accidents, Rail Accidents, Air Accidents, Fire Accidents, Bhopal Gas Tragedy.

Unit-IV

- a) Risk Management, Causality Management, Role of Armed Forces.
- b) Decentralized Administration, Resource Mobilization for Effective Disaster Management.

Unit-V

- a) Role of Panchayat Raj, NGO's, Para Military Forces and Red Cross Society in Disaster Management.
- b) Peoples Participation in Disaster Management.

Suggested Readings

1. Rajendra K. Pandey, Disaster Management in India Policies, Institutions, Practices, Routledge India, New Delhi, 2025.
2. A.K. Srivastava, Text book of Disaster Management, Scientific Publishers, New Delhi, 2024.
3. Dr. A K Singh, Dr K k Singh, Natural and Man Made Disasters Hardcover Edition, Prints Publications Pvt Ltd, New Delhi, 2022.
4. Mr, Sunil R Hegde, Disaster management in India, Notion Press, Chennai, 2021.
5. P Kumar, Disaster Management, Oak Bridge Publications, Gurugram, Haryana, 2021.
6. S Vaidyanathan, An Introduction to Disaster Management: Natural Disasters and Man Made Hazards, Anitha Books Publishers, Chennai, 2020.
7. Mohan Kanda, Disaster Management in India, BSP Books Pvt. Ltd., Hyderabad, 2019.
8. S.C. Sharma, Disaster Management, Khanna Publishing House, New Delhi, 2018.
9. R. Subramanian, Disaster Management, Vikas Publishing House, Mumbai, 2018.
10. Gupta, Harsh K, Disaster Management, Universities Press, Hyderabad, 2003.

PA-306 -5(B): POLICE ADMINISTRATION
Skill Oriented Course

Unit-I

- a) Meaning, Importance and Significance of Police Administration
- b) Role of Police in the Contemporary Society

Unit-II

- a) Indian Police Act 1861.
- b) Report of the National Police Commission (1979-82)

Unit-III

- a) Prevention of Crime, Patrolling and Intelligence.
- b) Maintenance of law and order, Protection of Human Rights

Unit-IV

- a) Structure of State Police.
- b) Central Investigation Department, Finger Print Bureau and Dog Squad

Unit-V

- a) Autonomy and Accountability of Police
- b) Corruption in Police, Women police

Suggested Readings

1. K. Durgadas, Police Administration in India, Rawat Publications, Jaipur, 2018
- 2.. Sharma Anupam, Police Administration in India: Legal Developments, Regal Publications, New Delhi, 2015.
3. S.K. Ghosh, Police Administration: Theory and Practice, Prentice-Hall of India Publications, New Delhi, 2015.
4. S. L. Goel, Police Governance and Administration, Regal Publications, New Delhi, 2014.
5. , Nandini Saraf, Women in Police: A Study, Random Publications, New Delhi ,2014.
6. Gary W Cordner & KKathryn E Scarbrough, Police Administration, Rutledge Publications, New York, 2010.
7. J.C. Chaturvedi, Police Administration and Investigation of Crime, Gyan Books Publications, New Delhi, 2006.
8. R.K. Arora, Police Administration, Summit Books, New Delhi, 2007
9. Prasher, Rajinder, Police Administration Organisation & Structure, Deep & Deep New Delhi 1986.
10. Gnose, S.K., & Rustamji, K.F., Enclyopadia of Police in India, Asiah Publishing, New Delhi 1994.

PA-307 6(A): CONTEMPORARY TRENDS IN GOVERNANCE
Skill Oriented Course

UNIT- I

- a) Importance of Governance- e-Democracy, e-Participation-e-Service and e-Learning
- b) m-Governance, Real time Governance, Social Networking and Governance

UNIT- II

- a) Participation and Representation
- b) Public Choice, Citizenship and Community Governance

UNIT-III

- a) Digital Payments and Direct Benefit Transfer
- b) Universal Health Insurance and E-health

UNIT-IV

- a) Agriculture Insurance and PMKSNY
- b) Digital Setu and MAKE IN INDIA

UNIT-V

- a) Human Development Index (HDI) and Representative Governance
- b) Gender and Society, Reservations and Happiness

Suggested Readings

1. Carlos Nunes Silva, Contemporary Trends in Local Governance: Reform, Cooperation and Citizen Participation (Local and Urban Governance), Springer Nature Switzerland AG, Switzerland, 2021
2. Kuldeep Mathur, Governance and Development: Challenges and Opportunities, Orient Blackswan Publications, New Delhi, 2020
3. Dr. S.R. Myneni , Agricultural Insurance, Allahabad Law Agency , 2023.
4. B. P. Singh, Governance in India: Issues and Challenges, Sage Publications, New Delhi, 2019
5. S. N. Mishra, Contemporary Issues in Governance, Prentice-Hall of India Publications, New Delhi, 2018
6. Paul Dragos Aligica, Public Entrepreneurship, Citizenship, and Self-Governance, Cambridge University Press, New Delhi, 2018
7. B. Guy Peters, Governance and Public Policy, Rutledge Publications, New York, 2018
8. A. Avasthi, Governance and Public Policy: Issues and Challenges, Rutledge Publications, New York, 2017
9. K S Nippani and B K Murthy, Digital India: Governance Transformation, Vitasta Publishing Pvt Ltd, 2017
10. Dr. Alope Kumar Goyal, Make in India a long felt of the Indian Economy, Indian Books and Periodicals Publications, New Delhi, 2016.

PA-307-6(B): PUBLIC SECTOR MANAGEMENT
Skill Oriented Course –

UNIT-I

- a) Public Enterprises - Meaning, Nature and Types
- b) Growth and Environment of Public Enterprises in India, Government Policy towards Public Enterprises

UNIT-II

- a) Public Corporation; Public Company; Department- Forms, Types and Structure. The Board of Directors, its Constitution and Functions.
- b) Role of Public Sector in India

UNIT-III

- a) Industrial Relations and Workers Participation in Management of Public Sector
- b) Personnel Management-Recruitment and Training. Performance Evaluation, Performance Appraisal: Meaning, Methods, Techniques.

UNIT-IV

- a) Stress Management: Meaning, Features, Types & Causes of Public Enterprises
- b) Time Management- Features, Causes & Techniques of Public Enterprises

UNIT-V

- a) Trends in Public Sector Management
- b) Privatization of Public Enterprises – Disinvestment of Public Enterprises – Disinvestment commission – Issues of Globalization and Public Enterprises

Suggested Readings

1. Govind Bhattacharjee ,Public Sector Enterprises in India: Evolution Privatisation & Reforms, Atlantic Publishers & Distributors (P) Ltd, New Delhi, 2024.
2. Shrap. B. Arguirre G, & Kickham. K. Managing Public Sector: A Case Study in Ethics and Leadership. Rutledge Publications, New York, 2016
3. A. Avasthi, Public Sector Management: An Indian Perspective, Sage Publications, New Delhi, 2015
4. David E. McNabb, Public Sector Management: A Case Study Approach, Rutledge Publications. New York, 2020
5. Richard M. Walker, Public Management and Performance: Research Directions, Cambridge University Press, Cambridge, 2019
6. P.K.Jain, Seema Gupta, Surendra S. Yadav, Public Sector Enterprises in India ,Springer Publishers, USA, 2014
7. Singh, R.P, Time Management for Government Officials, Bharat Book Bureau, Mumbai, 2010
8. Laurence E. Lynn Jr, Public Management: Old and New, Rutledge Publications, New York, 2006.
9. Raj Kumar Sen, Disinvestment in India- Trends, Problems and Prospects, Regal Publication, Delhi, 2012.
10. A.K. Singh, Personnel Management in Public Enterprises, Mittal Publications, 1985

PA 308 : ADMINISTRATIVE ETHICS AND OFFICE MANAGEMENT

Open Elective

UNIT-I

- a) Meaning, Scope and Singnificance of Ethics in Administration, Ethical Values and Moral Values in Governance.
- b) Principales of Public Service-Integrity, impartiality, accountability, transparency, commitment to public interest; Code of Conduct for public officials.

UNIT-II

- a) Corruption and Maladministration-Causes, Consequences, and prevention.
- b) Administrative Reforms Commission on Adminstrative Ethics in Governance.

UNIT-III

- a) Nature, Scope and Importance of Office Management : Office Organization Principales.
- b) Office Layout and Environment –Physical Layout, furniture, lighting, ventilation, ergonomics, and workplace health & safety.

UNIT-IV

- a) Office communication-Types; Information and Communication Technology for Management; Record Management and filing systems.
- b) Management Principles and Applications.

UNIT-V

- a) Human Resource Management-Recruitment, training, supervision, motivation, and Performance Appraisal.
- b) Organizational Behaviour (OB), Operations and Maintenance (O&M).

Suggested Readings:

1. The Responsible Administrator : An approach Ethics for the Administrative Role, Cooper , Terry L. (5th Edition) Jossey Bass 2010.
2. Administrative Ethics in Governance by Dr.Tarun arora / Gudda Bathinda – 151-401
3. Practial Ethics in Public administration Geuras, Dean & Garfdo, Charles (3rd Edition) Managements Concepts press, 2011,
4. Administrative Ethics : A Conceptual Frame work Rajan, Amitabah Routledge, London,2003.
5. Hand book of Administrative Ethics, EditedVolume Cooper Terry L CRC Press(Taylor & Francis) 2nd Edition . 2001.
6. Administrative Office Mnagement : Complete Course Gibsion , Pattie (13th Edition) South Western Publishing, 1999.
7. Modern Office Management, Lucas, WilliamT. Tata Mcgrow-Hill, 2015.
8. Principal's of Office Management Bhatia, R.C. Lotus Press, New Delhi, 2008.
9. Office Management, Chopra, R.K. & Gauri, Neelama, Himalaya Publishing House, 2012.
10. The Administrative Office Management MC Closkey, William & Ricke, Betty J. (12th Edition), South Western Publishing, 1999.

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DEPARTMENT OF POLITICAL SCIENCE AND PUBLICADMINISTRATION

**Re-Structured P.G. Programme (CBCS) as per NEP 2020,
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Guidelines of APSCHE**

(With effect from the batch of Students admitted from the academic year 2024-25)

M.A. POLITICAL SCIENCE

M.A. POLITICAL SCIENCE SEMESTER – IV								
S. No	Course	Code	Title of the Course	H/W	C	SEE	IA	Total Marks
1	*OE / OOSDC	PS 401	(A) Artificial Intelligence And Democratic Governance (B) Cyber Diplomacy and International Cooperation	-	8	-	200	200
2	PW	PS 402	Project Work Dissertation-200, Seminar- 50, Viva -voce-50	24	12	300	0	300
*	Conducting classes for competitive exams, communication skills, UGC / CSIR and NET / SLET examinations			12	-	-	-	-
		Total		36	20	300	200	500
Total Semesters				144	84	1350	850	2200

- Open Online Skill Development Course (OOSDC) - Students can choose any **Two** relevant courses of his / her choice from the online courses offered by governmental agencies like SWAYAM, NPTEL, etc., Two, Skill / Oriented courses offered by the Department.to get **8 credits** (with **4 credits** from each course)

PS.401 (A): ARTIFICIAL INTELLIGENCE AND DEMOCRATIC GOVERNANCE
SKILL ORIENTED COURSE

Unit I

- (a) Definition, Scope, and Types of AI (Narrow AI, General AI, Superintelligence) – Political Relevance
- (b) Meaning and Elements of Governance, Traditional Challenges of Governance (Corruption, Inefficiency, Exclusion), AI as a Political Tool Strengthening democracy of participation, and accountability

Unit II

- (a) AI for Decision-Making Support in Public Policy, AI in Legislative and Administrative Functions
- (b) AI Applications in Governance Sectors - Elections, Political Campaigns, and Public Opinion Analysis, AI in Urban Planning, Agriculture, and Welfare Delivery

Unit III

- (a) Democratic Accountability of AI Systems- Transparency, Bias, and Digital Inequality
- (b) AI and Human Rights- Privacy, Surveillance, Freedom of Expression, Role of Judiciary in safeguarding rights

Unit IV

- (a) National Strategies: India's AI for All and Comparative Perspectives (USA, China)
- (b) Global AI Politics: Role of UN in AI Governance, AI as a Tool of Power Politics and International Cooperation

Unit V

- (a) AI and Democracy: Voter Behaviour Analytics, Electoral Reforms, E-Governance
- (b) Ethical AI, and Sustainable Development Goals (SDGs)

Suggested References

1. Russell, Stuart J., & Norvig, Peter, Artificial Intelligence: A Modern Approach (4th ed.), Pearson Education, Boston, 2020.
2. NITI Aayog, National Strategy for Artificial Intelligence – # AIforAll. *Government of India*, New Delhi, 2018.
3. Eubanks, Virginia, Automating Inequality: How High-Tech Tools Profile, Police, and Punish the Poor, *St. Martin's Press*, New York, 2018.
4. OECD, *OECD Principles on Artificial Intelligence and AI Policy Observatory*. Organisation for Economic Co-operation and Development, Paris, 2019.
5. UNESCAP (United Nations Economic and Social Commission for Asia and the Pacific), Artificial Intelligence and Public Policy: Understanding the Issues. United Nations, Bangkok, 2021.
6. Ministry of Electronics and Information Technology (MeitY), Government of India, Responsible AI for Social Empowerment (RAISE): India's Vision and Approach, MeitY, New Delhi, 2020.
7. Floridi, Luciano, The Ethics of Artificial Intelligence, *Oxford University Press*, Oxford, 2019.
8. Cave, Stephen, & Dignum, Virginia (Eds.), AI Narratives: A History of Imaginative Thinking About Intelligent Machines, Oxford University Press, Oxford, 2020.
9. Saxena, Rekha, E-Governance and Good Governance: Reimagining India's Administrative Reform, *Routledge India*, New Delhi, 2022.
10. Cath, Corinne et al, Artificial Intelligence and the 'Good Society': The US, EU, and UK Approach, *Science and Engineering Ethics*, Springer, Dordrecht, 2018.

PS 401 (B) – Cyber Diplomacy and International Cooperation
SKILL ORIENTED COURSE

Unit I

- (a) Meaning, nature, and scope of Cyber Diplomacy
- (b) Evolution of Diplomacy in the digital age – Cyberspace as the “fifth domain” of International Relations; Cyber Diplomacy as an instrument of Statecraft, Soft Power, and Global Governance

Unit II

- (a) Role of the United Nations (UN-GGE, OEWG), Internet Governance Forum (IGF)
- (b) Role of multilateral and regional organizations – NATO’s cyber defense strategy, BRICS approaches to cyber governance

Unit III

- (a) Cyber Warfare, Cyber Espionage, Terrorism, and Transnational Cybercrime
- (b) International legal frameworks and cooperation – Budapest Convention, Paris Call, UN Resolutions, bilateral and multilateral cyber agreements

Unit IV

- (a) Cyber trade, e-commerce, Cross-border data flows – Role of WTO, G20, and other international institutions in cyber economy governance
- (b) Role of states, private sector, and civil society – Public-Private Partnerships and Multi-Stakeholder Diplomacy in cyberspace

Unit V

- (a) India’s Cyber Policy and Strategy – National Cyber Security Policy, India’s role in global cyber negotiations
- (b) Future prospects and challenges for India – balancing security, privacy, data sovereignty, and international cooperation

Suggested References

1. Choucrist, Nazli, Cyberpolitics in International Relations, MIT Press, Cambridge, Massachusetts, 2012
2. Maurer, Tim, Cyber Mercenaries: The State, Hackers, and Power. Cambridge University Press, New York, 2018.
3. Cornish, Paul, Cyber Security and Politically, Socially and Religiously Motivated Cyber Attacks: An International Assessment. Routledge, London, 2012
4. Tsagourias, Nicholas & Buchan, Russell, Research Handbook on International Law and Cyberspace. Edward Elgar Publishing, Cheltenham, UK, 2015
5. Kello, Lucas, The Virtual Weapon and International Order. Yale University Press, New Haven, 2017
6. DeNardis, Laura, The Internet in Everything: Freedom and Security in a World with No Off Switch. Yale University Press, New Haven, 2020
7. Riordan, Shaun, Cyber diplomacy: Managing Security and Governance Online. Polity Press, Cambridge, UK, 2019.
8. Singer, P.W. & Friedman, Allan, Cybersecurity and Cyberwar: What Everyone Needs to Know. Oxford University Press, New York, 2014.
9. Ministry of Electronics and Information Technology (MeitY), Government of India. National Cyber Security Policy, New Delhi, 2013.
10. Ministry of External Affairs (MEA), Government of India. India and Cyber Diplomacy - Official Reports and Documents, New Delhi.

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M.A. PUBLIC ADMINISTRATION

M.A. PUBLIC ADMINISTRATION SEMESTER – IV								
S. No	Course	Code	Title of the Course	H/W	C	SEE	IA	Total Marks
1	*OE / OOSDC	PA 401	(A) Industrial Relations and Personnel Management (B) Public Policy and Administration	-	8	-	200	200
2	PW	PS 402	Project Work Dissertation-200, Seminar- 50, Viva -voce-50	24	12	300	0	300
*	Conducting classes for competitive exams, communication skills, UGC / CSIR and NET / SLET examinations			12	-	-	-	-
		Total		36	20	300	200	500
Total Semesters				144	84	1350	850	2200

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PA-401.(A):INDUSTRIAL RELATIONS AND PERSONNEL MANAGEMENT
SKILL ORIENTED COURSE

Unit-I

- a) Personnel Management- Meaning ,nature, scope
- b) Importance of Personnel Manager

Unit-II

- a) Concept, Objectives and Importance of Industrial Relations.
- b) Constitutional and Legal Framework of Industrial Relations, Evolution of Industrial Relations and Current Developments,

Unit-III

- a) New Economic Policy , State Policy on Industrial Relations
- b) Wage Boards and other Committees;

Unit-IV

- a) Industrial Conflict: Causes, Manifestations and Effects
- b) Structure of Trade Union; The Role of Trade Union in Industrial Relations

Unit-V

- (a) Collective Bargaining Process, The Labour Movement, Grievances, Employee Motivation and Morale
- (b) Emerging Trends in Industrial Relations and Personnel Management (Technology, Globalization, AI, HR Analytics)

Suggested Readings

1. Tripathi P.C. Gupta C.B., Kapoor N.D, Industrial Relations and Labour Laws, Sultan Chand and Sons Publishers, New Delhi, 2020.
2. T.N. Chhabra, R.K. Suri, Industrial Relations Concepts and Issues, Dhanpat Rai Publishers, New Delhi, 2020.
3. R. Sharma, Narain's Personnel Management and Industrial Relations, Lakshmi Narain Agarwal, Agra, 2020
4. P.R.N. Sinha and Sinha Indu Bala, Industrial Relations, Trade Unions and Labour Legislation, Third Edition, Pearson Education Publishers, Noida, 2017
5. P.C. Tripathi, Personnel Management and Industrial Relations, Sultan Chand & Sons, New Delhi, 2013.
6. C.S. Venkataratnam, Industrial Relations, Oxford India Publishers, New Delhi, 2013.
7. K. Uday Kumar, Industrial Relation, Omega Publications, New Delhi, 2012.
8. Ratnasen, Industrial Relations, Macmillan Publishers, New Delhi, 2009.
9. J.H. Richardson, An Introduction to the Study of Industrial Relations, Taylor Francis Group, London, 2010.
10. RS Davar, Personnel Management and Industrial Relations, Vikas Publication House, New Delhi, 2016.

PA-401 (B) :PUBLIC POLICY AND ADMINISTRATION
SKILL ORIENTED COURSE

UNIT – I

- (a) Public Policy: Meaning, Definition, Types, Approaches
- (b) Public Policy: Characteristics, Models and Public Policy process in India

UNIT – II

- (a) Political Parties role in Public Policy Making in India
- (b) Bureaucracy Role in Public Policy process in India

UNIT – III

- (a) Decentralization: Meaning, Significance, Types
- (b) Decentralization: Major Approaches to decentralization

UNIT – IV

- (a) Concept, significance of Budget, Budget Cycle in India, Types of Budgeting
- (b) Concept and Approaches of Social Welfare and Social Welfare Policies –Right to Education, National Health Mission, Right to Food Security, MGNREA

UNIT – V

- (a) Public Service Delivery System and Concept of e-governance
- (b) Citizens Participation and Peoples Empowerment

Suggested Readings

1. Denhardt, K. G, The Ethics of Public Service: Resolving Moral Dilemmas in Public Organizations, Greenwood Press, New York, 1988.
2. Laxmikanth, M, Public Administration, McGraw-Hill Education, New Delhi, 2020.
3. Chapman, R. A, Ethics in Public Service for the New Millennium, Ashgate Publishing, Aldershot, 2000.
4. Caiden, G. E, Public Service Ethics: A Global Perspective, Routledge, New York 2018.
5. Dr. Bhatia, B. K, Office Management, Atlantic Publishers & Distributors, New Delhi, 2014.
6. Hicks, W. and Gullet, R, Office Management, McGraw-Hill, New York, 1981.
7. Singh, P, Office Management and Automation, S. Chand & Company Ltd., New Delhi ,2013.
8. Paul H. Appleby, Morality and Administration in Democratic Government, Louisiana State University Press, Baton Rouge, 1949.
9. Frederickson, H. George &Ghere, R. K, Ethics in Public Management, M.E. Sharpe Publishers , New York, 2005.
10. Dr. Sharma, M. K, Principles of Office Management, Kalyani Publishers, New Delhi, 2017.