

SRI VENKATESWARA UNIVERSITY - TIRUPATI
Program: B.A. Honours in **PUBLIC ADMINISTRATION**
III- SEMESTER
(MAJOR)
(W.e.f. Academic Year 2024-25)
CORE-5. THEORY OF PUBLIC ADMINISTRATION

Learning outcomes

1. Understanding the theoretical background of public administration.
2. Understanding the contributions of different social science thinkers to the theory of public administration.
3. Learning that public administration functions in an environment.

UNIT-I

1. Classical Approaches: Classical Approaches- Henry Fayol, Luther Gullick and Lyndall Urwick
2. Scientific Management Approach-F.W.Taylor

UNIT-II

1. Bureaucratic Approach: Bureaucratic Approach - Max Weber and Karl Marx
2. Human Relations Approach: Elton Mayo-Differences between Classical and Human Relations Approach

UNIT-III

1. Behavioral Approach: Behavioral Approach - H. A Simon
2. Socio-Psychological Approach: Hierarchy of Needs: Abram Maslow.
3. Theory X and Theory Y - Douglas Me Gregor.

UNIT-IV

1. Ecological Approach: Comparative Public Administration
2. Ecological Approach-F.W. Riggs

UNIT - V

1. Systems Approach: Systems Approach
2. Development Administration-Meaning, Definition-Emergence-Weidner-Riggs- contribution

Recommended Readings:

1. Prabhutva Palana Sastram: Bhavanalu, Siddantalu, Telugu Academy
2. D.Raveendra Prasad and Y.Partha sarathi (EDS) Public Administration concepts, theories and principles (English), Telugu Academy, Hyderabad (2011)
3. Avasthi, Amareswar and Maheswari, SriRam, Public Administration (30th) Edition, Lakshmi Narayana Agrawal, Agra. 2010.
4. RumkiBasu, Public Administration concepts and theories (5th revised) Publishers, New Delhi 2004.
5. T Nicholas, Henry, Public Administration and public affairs (10(th)) Edition, PHI, New Delhi 2007.

Suggested Co-Curricular Activities

- 1) Invited Lectures
- 2) Case study analysis.
- 3) Debates on topics
- 4) Seminars, Group Discussions, Quiz, etc.
- 5) Assignments
- 6) Alumni Interactions


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FOUR YEAR DEGREE EXAMINATION (Honours) -CHOICE BASED CREDIT SYSTEM
III SEMESTER – PUBLIC ADMINISTRATION
PAPER 5 - THEORY OF PUBLIC ADMINISTRATION
MODEL PAPER

(Under CBCS New Regulations w.e.f. The academic year 2024-25)

Time: 3 Hours

Max Marks: 75

I. Answer any FIVE questions:

5 X 5 = 25M

1. Gullick-POSDCORB
2. Functional Foremanship
3. Legal-Rational authority
4. Hawthorne studies
5. H.A Simon classification - Four categories of administrative behaviour
6. Mc Gregor's theory X and Y
7. Ecological approach
8. Comparative administration
9. Open systems and Closed systems
10. What are the major characteristics of development administration?

II. Answer any FIVE questions

5 x10 = 50 M

11. Critically examine Henry Fayol's Classical Theory.
12. Discuss the salient features of F.W.Taylor's scientific management approach.
13. Give an account of characteristics of weberian bureaucracy.
14. Figure out the reasons for the genesis of Human Relations Theory.
15. Discuss the features of behavioural approach.
16. Explain Abraham Maslow's theory of hierarchy of needs.
17. Critically examine the FW Riggs ecological approach.
18. Trace out the factors responsible for the rise of comparative public administration.
19. Analyse the growth and rise of systems approach.
20. Explain the factors responsible for the emergence of development administration.


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(W.e.f. Academic Year 2024-25)

PAPER 6 - INDIAN ADMINISTRATION - EMERGING ISSUES

Learning outcomes:

1. Learning the influences of various emerging issues on Indian Administration
2. Understanding the issues confronted by Public Administration currently means to address them.
3. Gaining knowledge of various Acts for weaker sections and utilizing them in day to life.

UNIT-I

1. Citizen Grievances: Right to Information Act, (RTI)
2. National and State Human Rights Commission.

UNIT-II

1. Welfare Programmes: Administration of welfare Programmes of Weaker Section, SCs, STs, BCs- Women and Minorities
2. SC and ST Atrocity Act.

UNIT-III

1. Emerging Issues: Mechanism for Disaster Management - Cyclones, Earth Quakes and Floods
2. Governance and E-Governance Applications in Indian Administration.

UNIT-IV

1. Public and Private Partnership: Public and Private Partnership and voluntary sector.
2. Public Corporations, Independent Regulatory Commission.

UNIT-V

1. Local Self Administration: Rural and Urban Structure and functions
2. 73rd and 74th Constitutional Amendment Acts - Revitalizations of Local Institutions Issues and Challenges.

Recommended Readings:

1. Indian Government and Politics, Telugu Academy, Hyderabad, 2007.
2. Avasthi and Avasthi, Indian Administration, (6th edition), Lakshminaraya Agrawal, Agra, 2010- 2011.
3. Disaster Management Act, 2005.
4. Siuli Sarkar, Public Administration in India, PHI, New Delhi, 2010.
5. Reports of the Administrative Reforms Commission.

Suggested Co-Curricular Activities:

- 1) Invited Lectures
- 2) Case study analysis.
- 3) Debates on topics
- 4) Seminars, Group Discussions, Quiz, etc.
- 5) Assignments
- 6) Alumni Interactions
- 7) Periodical interactions with Executives.


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III SEMESTER – PUBLIC ADMINISTRATION
PAPER 6 - INDIAN ADMINISTRATION - EMERGING ISSUES
MODEL PAPER

(Under CBCS New Regulations w.e.f. The academic year 2024-25)

Time: 3 Hours

Max Marks: 75

I. Answer any FIVE questions:

5 X 5 = 25M

1. Citizen's perception about public administration in India.
2. Organizational structure of the National Human Rights Commission (NHRC)
3. DeendayalAntyodaya Yojana- National Urban Livelihood Mission (DAY-NULM)
4. Honour Killing
5. What is disaster risk management? Classify different kinds of disasters.
6. E-Governance and Good Governance
7. Significance of Public Private Partnership
8. Independent Regulatory commissions.
9. 74th Constitutional amendment act.
10. What are the challenges of Local self government?

II. Answer any FIVE questions

5 x10 = 50 M

11. Elucidate the Right to Information Act, 2005.
12. Discuss the powers and functions of National Human Rights Commission(NHRC) in India.
13. Explain the welfare programs of the union government for the welfare of Scheduled Tribes.
14. Discuss the Scheduled Castes and Scheduled Tribes (Prevention of Atrocities) Amendment Act,2015.
15. Discuss the features of the disaster management act 2005.
16. Explain major E-Governance projects and initiatives and specially Real Time Governance.
17. Discuss the different types of Public Private Partnership (PPP) models.
18. Discuss the features and advantages of Public Corporations.
19. Write an essay on the structure of Urban local governments.
20. Elucidate salient features of 73rd Constitutional Amendment Act..


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III- SEMESTER

(MAJOR)

(W.e.f. Academic Year 2024-25)

CORE-7. URBAN GOVERNANCE

Learning Outcomes:

1. Understand the various aspects of urban governance and the role of law and policy therein. Have a basic understanding of legal processes and documents and how to read them.
2. Appreciate the role played by socio-political processes in the implementation of law and policy.
3. Evaluate the functioning of laws, policies and institutions of urban governance from the perspective of democratic governance and other constitutional values.
4. Understand the need for reforms in urban governance and the steps taken in this direction

UNIT-I

1. Introduction to Urban Governance in India - Constitutional history of the 74th Constitutional Amendment - Overview of legislation on urban local bodies
2. PURA - Smart Cities and AMRUT urban development

UNIT II

1. Institutions and processes Types of urban local bodies Constitution of India: Article 243-Q- Composition of urban local bodies - Elections and reservation; Councillors and wards Constitution of India: Articles 243-R, 243-T, 243-U- Mayor in Council - Standing Committee and other committees - Municipal Commissioner and other officers
2. Functions of urban local bodies -Devolution of functions from state governments to urban local bodies Constitution of India: The Twelfth Schedule

UNIT-III

1. Finance Overview of Municipal Finances - State Finance Commission Functionaries: municipal auditors and accountants Constitution of India: Articles 243-1, 243- Y- Municipal Funds; Special Funds - Municipal budgeting
2. Introduction to municipal taxation - Property tax; classification and assessment of buildings - Octroi; water, sanitation and other taxes Constitution of India: Articles 243-X, 265 and 15 th Finance Commission recommendations with respect to the Urban local bodies.

UNIT-IV

Planning and Regulation

1. The importance of planning: "ideal" cities and the rule of law - Role of the law in regulating development: formal and informal settlements Institutions and systems - City development authorities and their functioning
2. Town & Country Planning Departments -Para-statal and their relationship with other agencies Development Plans, Master Plans, Development Control Regulations - Violations of the planned city

UNIT-V

Environment and urban governance relationship

1. Sources of Indian Environmental Law Constitution of India: Articles 21, 48A, 51A B. Institutions - Ministry of Environment, Forests and Climate Change
2. Central and State Pollution Control Boards - National Green Tribunal C. Environmental governance and the city - Polluter Pays; Sustainable development; Precautionary Principle. - Overview of Urban Water, Sanitation and Hygiene (WASH) -Discussion of Cases

REFERENCE BOOKS:

- 1.Planning Commission, Report of the Working group on Urban Governance (2011)
2. Chetan Vaidya, Urban Issues, Reforms and Way Forward in India, Department of Economic Affairs, Government of India (2009)
3. Ministry of Urban Development, JNNURM Reform Papers on: (i) e- governance (ii) Property Tax (iii) Community Participation Law
- 4.K.C. Sivaramakrishnan, Governing Megacities: Fractured Thinking, Fragmented Setup, Introduction (Oxford University Press: 2014)
5. Anuj Bhuwania, Courting the People: Public Interest Litigation in Post-Emergency India (Cambridge University Press: 2017)
6. Praveen Donthi, The Road to Gurgaon, Caravan Magazine (January 2014)
7. Reserve Bank of India, Municipal Finance in India: An Assessment, Chapter 3 (December 2007) 5. Partha Mukhopadhyay, Unsmart Cities, Livemint (June 2016)

SUGGESTED CO-CURRICULAR ACTIVITIES

- 1) Invited Lectures
- 2) Case study analysis.
- 3) Debates on interesting topics
- 4) Seminars, Group Discussions, Quiz, etc.
- 5) Assignments
- 6) Alumni Interactions
- 7) Periodical interactions with Executives and Peoples Representatives


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III SEMESTER – PUBLIC ADMINISTRATION

PAPER 7 - URBAN GOVERNANCE

MODEL PAPER

(Under CBCS New Regulations w.e.f. The academic year 2024-25)

Time: 3 Hours

Max Marks: 75

I. Answer any FIVE questions:

5 X 5 = 25M

1. Urban local self governance.
2. What are the objectives of the AMRUT scheme
3. Municipalities composition
4. Funds devolution to urban local bodies
5. State finance commission.
6. Taxation in urban local bodies.
7. Smart cities
8. Violations of the planned cities-Issues.
9. Constitutional status of environmental laws.
10. National Green Tribunal (NGT)

II. Answer any FIVE questions

5 x10 = 50 M

11. Explain the salient features of the 74th constitutional amendment act.
12. Critically examine the main components of the AMRUT.
13. Discuss the Municipal Corporation composition and functions.
14. Explain the functions of the Municipal Corporations.
15. Examine the auditing of funds of urban local bodies.
16. Examine the 15th Finance commission recommendations on urban local governance.
17. Discuss about city development authorities and their functioning.
18. Explain the town and country development departments and their functioning.
19. Write an essay on the Ministry of Environment efforts in conservation of environment.
20. Elucidate an overview of the Water, Sanitation and Hygiene.


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III- SEMESTER

(MAJOR)

(W.e.f. Academic Year 2024-25)

8. INDIAN CONSTITUTION

Learning Outcomes:

1. On successful completion of the course the students will be able to;
2. Summarize the evolution and historical importance of the Indian Constitution from 1858 to 1947.
3. Explain various stages in the composition of the Indian Constitution.
4. Develop awareness about their primary rights and duties & build up their civic sense.
5. Comprehend the distribution of powers between the center and states. Summarize and sketch the specific roles of heads of Nation and the functioning of legislative bodies.

UNIT-I

Historical Perspective of the Indian Constitution-A brief discussion of various Acts i.e. from 1858 to 1947 passed by the British Government.

UNIT-II

Constitution of India: Preparation of Indian constitution by Constituent Assembly of India, Preamble or Philosophy of the Indian Constitution, Salient features of the Indian constitution.

UNIT-III

Fundamental Rights- the importance & Limitations, Fundamental Duties and the importance, Directive principles of the state policy and their implementation

UNIT-IV

Indian Federalism: Distribution of powers between Union and State Governments, Legislative, Executive and Financial relations between Union and State Governments

UNIT-V

Parliamentary form of Government in India

1. Union Executive

a) President of India-Powers and functions

b) Vice-President-Powers and functions

c) Prime Minister and Council of Minister-Powers and functions

2. Union Legislature

a) Rajya Sabha-Powers and Functions

b) Lok Sabha-Powers and Functions

c) Amending Procedure-Important Constitutional Amendments-42nd, 44th Constitutional Amendment Acts.

d) Judiciary-Supreme court of India-Powers and Functions

References:

1. DD Basu-Introduction of the Constitution of India-18th Edition. Prentice

-Hall of India Private Ltd-New Delhi-1998

2. Granville Austin (1972) the Indian Constitution, Cornerstone of a Nation, Oxford university Press, New Delhi

3. Madhav Khosla(2012) the Indian Constitution, Oxford University Press, New Delhi

1.4. Granville Austin (1999) Working a Democratic Constitution; History of the Indian Experience, Oxford University Press, New Delhi

4. Zoya Hasan, Sridharan And Sudarshan R (Eds)2002 India"s living Constitution, Permanent black, New Delhi

5. BaxiUpendra(1980)theIndianSupreme Court And Politics, Eastern BookCo, Lucnow.

Suggested Co-Curricular Activities

1) Invited Lectures

2) case study analysis.

3) Debates on interesting topics

4) Seminars, Group Discussions, Quiz, etc.

5) Assignments

6) Alumni Interactions

7) Periodical interactions with Peoples Representatives and Executive Officials.

8) Student Presentations.


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III SEMESTER – PUBLIC ADMINISTRATION

PAPER 8 - INDIAN CONSTITUTION

MODEL PAPER

(Under CBCS New Regulations w.e.f. The academic year 2024-25)

Time: 3 Hours

Max Marks: 75

I. Answer any FIVE questions:

5 X 5 = 25M

1. Salient features of Regulating act 1773.
2. Critically examine the importance of Indian Councils Act, 1909
3. Composition of the Indian Constituent Assembly
4. Cabinet Mission Plan
5. Fundamental rights - Limitations.
6. Fundamental duties - Importance.
7. "Indian federalism - Quasi-federal state"-Justify
8. Financial relations between Union and State governments.
9. Vice-President of Bharat.
10. Parliament composition

II. Answer any FIVE questions

5 x10 = 50 M

11. Explain the salient features of the Indian Government Act, 1935.
12. Critically examine Indian Government Act, 1919.
13. Discuss the philosophical foundations of the Indian constitution.
14. Explain the salient features of the Indian constitution.
15. Discuss the fundamental rights.
16. Analyse the directive principles of state policy and its implementation.
17. Discuss legislative relations between Union and State governments.
18. Explain the administrative relations between Union and State governments.
19. Discuss the powers and functions of the President of Bharat.
20. Elucidate powers and functions of the supreme court of India.


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