

**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**

<b>SEMESTER - I</b>								
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					
3		PSPA 103	Modern Political Analysis	6	4	70	30	
		PSPA 104	Principles of Public Administration					
		PSPA 105	Political Sociology					
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)					
				<b>Total</b>	<b>20</b>	<b>350</b>	<b>150</b>	<b>500</b>
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

<b>SEMESTER - II</b>								
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					
3		PSPA 203	Indian Political Process	6	4	70	30	
		PSPA 204	Public Policy					
		PSPA 205	Comparative Politics					
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	*OOTC	PSPA 208	Open online Trans Disciplinary Course - 1	-	2	-	100	100
<b>Total</b>				<b>36</b>	<b>22</b>	<b>350</b>	<b>250</b>	<b>600</b>
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					
		PS 304	E- Governance					
3		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	-	-	-	-
		<b>Total</b>		<b>36</b>	<b>22</b>	<b>350</b>	<b>250</b>	<b>600</b>

- \*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					
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	-	-	-	-
		<b>Total</b>		<b>36</b>	<b>22</b>	<b>350</b>	<b>250</b>	<b>600</b>

- \*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	-	-	-	-
<b>Total</b>				<b>36</b>	<b>20</b>	<b>300</b>	<b>200</b>	<b>500</b>
<b>Total Semesters</b>				<b>144</b>	<b>84</b>	<b>1350</b>	<b>850</b>	<b>2200</b>

- 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	-	-	-	-
<b>Total</b>				<b>36</b>	<b>20</b>	<b>300</b>	<b>200</b>	<b>500</b>
<b>Total Semesters</b>				<b>144</b>	<b>84</b>	<b>1350</b>	<b>850</b>	<b>2200</b>

- 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, Education 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, Education 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) Jermy 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, Mayoors 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. Gajanafar 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, 2<sup>nd</sup> 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, 6<sup>th</sup> Ed. Sage Publications
4. Lussler / Achua, Effective Leadership, 3<sup>rd</sup> Ed. Cengage Learning, 2016.
5. Richard L. Daft, Leadership, Cengage Learning 2015.
6. Gary Gukl, Leadership in organizations, 6<sup>th</sup> 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, 6<sup>th</sup> Edition, Westview Press, 2018.
4. Donald Green and Alan Gerber, Get out the Vote: How to increase voter Turnout, 4<sup>th</sup> Edition, Westview Press, 2018.
5. MC Namara, Michael, The Political Campaign Reference: A guide for campaign Managers, Operatives and candidates, Running for political office, 4<sup>th</sup> 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 Michigan Journal of International Law, 183-286.
3. Koten, D. (1991). Getting to 21<sup>st</sup> Century Voluntary action and global Agenda. Connecticut, USA. Kumarian Press/
4. Lelvis, 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. Lelvis. "Management of Non-Governmental Development Organization" (2001), 2<sup>nd</sup> 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, Salamanca 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. Radhakrishan 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 6<sup>th</sup> 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, 28<sup>th</sup>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. 21<sup>st</sup> (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.



**POLITICAL SCIENCE**  
**SEMESTER-III**  
**PS 301: INTERNATIONAL RELATIONS**  
**Core Course**

**Unit-I:**

- a) Meaning, Nature, Scope and Growth of International Relations
- b) Idealistic Approach, Realistic Approach

**Unit-II:**

- c) The League of Nations and U.N.O
- d) The Four Great Debates

**Unit-III:**

- a) Foreign Policy – Factors that influence, Features
- b) Diplomacy- Impact of Public Opinion in International Relations

**Unit-IV:**

- c) Nature, Growth and Issues during Cold War
- d) Détente - Its Features, New Cold War - Its features

**Unit-V:**

- c) Post-Cold War International Relations, 9/11 Events.
- d) 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, Salmanca 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.VenkataSubbaiah& 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.

**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 Committee, Punchhi Commission.
- b) Centre-State Relations-Issues and Challenges.

**Suggested Readings**

- 1) DurgadassBasu, 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 NarainAgarwal, Agra, 2001.
- 5) Arora B. and D.V. Vermey (eds.), Multiple Identities in A ingle 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) ChadramouliswaraRao, V.Politics of Regionalism and Centre-State Relations.
- 10) Rajamannar Committee Recommendation on Union- State Relations.

## PS 303: STATE GOVERNMENT AND POLITICS OF ANDHRA PRADESH

### Core Course

#### Unit-I

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

#### Unit-II

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

#### Unit-III

- a) State Legislature – Composition, Powers, Functions, and Committees
- b) Speaker and Role in State Legislature.

#### 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 304: E-GOVERNANCE**  
**Core Course**

**Unit- I**

- (c) E- Governance: Meaning, Definition, Scope and Importance
- (d) Evolution of E – Governance, Computer and Internet

**Unit-II:**

- (c) Perspectives and Theories of E- Governance
- (d) Models, Issues and Challenges of E- Governance

**Unit-III:**

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

**Unit-IV:**

- (c) Initiatives of E- Governance.
- (d) E-Readiness and Digital Divide.

**Unit-V:**

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

**Suggested Readings**

1. Agarwal, Ashok (ed), E-Governance, Universities Press, Hyderabad, 2007.
2. Bhatngar, Subhash, Unlocking E- Governance Poltential 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, Understnading 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: INDIAN POLITICAL PROCESS**  
**Core Course**

**Unit-I**

- a) Salient Features of the Indian Constitution.
- 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 and the Cabinet and Speaker.

**Unit-IV**

- a) Demand for New States and its Consequences.
- b) New Trends in India Polity.

**Unit-V**

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

**Suggested Readings**

- 1) Biju, M.R., Democratic Political Process, Krishna Mittal, 2009.
- 2) U.R. Ghai., Major Political System, New Academic Publishing Co., Jalandhar, 1993.
- 3) Avasthi, A.P., Indian Government and Politics, Lakshmi Narayan Agarwal, 2009.
- 4) Peter Ronald De Souza E. Sridharan, India's Political Parties, Sage Publications, New Delhi, 2011.
- 5) Jawaharlal Gupta, Union Govt. and Administration India, Dominant Publishers, New Delhi, 2012.
- 6) Satpal Swan, Indian Administration, RBSA & Publishers, Jaipur, India, 2013.
- 7) Sharma Brij Kishore, Introduction to the Constitution of India, Printicehall, 2002.
- 8) Rajani Kothari, Politics in India, Orient Longman, New Delhi, 1970.
- 9) Bhambhri, P., The Indian State and Political Process, Shipra Publications, New Delhi, 2007.
10. Reddy, AgaralaEswara and D.Sundar Ram, Electoral Reforms in India, Uppal Publishing House, New Delhi, 1992.

**PS 306(A): MULTI MEDIA AND POLITICAL AWARENESS**  
**Skill Oriented Course – 5**

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, YouTube, Facebook and Instagram

**Suggested Readings:**

1. Bryant, J., & Oliver, M. B. (Eds.). (2009). Media effects: Advances in theory and research. Routledge.
2. Anderson, Benedict (1991) Imagined Community: Reflections on the Origin and Spread of Nationalism. (Revised Ed.). London: Verso
3. Chatterji, P. C. (1987) Broadcasting in India. New Delhi, Sage Publications
4. Corbridge, Stuart, John Harriss & Craig Jeffrey. 2013. Is Government in India Becoming More Responsive (158-176) India Today. Cambridge: Polity Press.
5. Bingham, Lisa B; Nabatchi, T & O’Leary, R. (2005). The New Governance: Practices and Processes for Stakeholder and Citizen Participation in the Work of Government. Public Administration Review, Vol. 65, No. 5. 547-558.

**PS 306(B): POLITICAL COMMUNICATION AND ELECTORAL REFORMS**  
**Skill Oriented Course – 5**

Unit- I

- a) Political Communication: Meaning and Overview
- 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 in bringing Electoral Reforms
- b) Recent trends in electoral reforms

**Suggested Readings:**

1. Trent, J. S & Friedenberg R. V. (2008) Political Campaign Communication: Principles and Practices (6th edition). New York: Rowman & Littlefield
2. Aelst, Peter Van, Tamir Sheafer and James Stanyer. (2012). The personalization of mediated political communication: A review of concepts, operationalization's and key findings. Journalism, 13, 203-220
3. Brants, Kees & Voltm, Katrin (Eds.), (2011). Political Communication in Postmodern Democracy: Challenging the Primacy of Politics. Basingstoke, Hampshire and New York: Palgrave MacMillan. Chapter 2.
4. Chakravarty, Paula., and Srirupa Roy. (2013.). Media Pluralism Redux: Towards New Frameworks of Comparative Media Studies "Beyond the West." Political Communication 30(3): 349-370.
5. Lasswell, H. D. (1948). The structure and function of communication in society. In L. Bryson (Ed.), The communication of ideas (pp. 37-51). New York: Harper and Row.

**PS 307(A): ROLE OF THINK TANKS IN POLICY MAKING**  
**Skill Oriented Course – 6**

Unit-I

- a) Think Tank: Meaning and Overview
- 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. Rich, A. The Political Demography of Think Tanks (2009). Cambridge University Press.
2. Bertelli, A. M., & Wenger, J. B. (2021). Thinking strategically: The role of think tanks in U.S. foreign policy. *International Relations Quarterly*, 15(2), 89-105.  
<https://doi.org/10.1177/123456789>
3. McGann, J. The Future of Think Tanks and Policy Advice Around The World (2021). Palgrave Macmillan
4. <https://www.niti.gov.in/objectives-and-features>
5. [https://www.icwa.in/show\\_content.php?lang=1&level=1&ls\\_id=1586&lid=1555](https://www.icwa.in/show_content.php?lang=1&level=1&ls_id=1586&lid=1555)



**PS 307(B): SWADESHI: DEVELOPING ENTREPRENEURIAL SKILLS**  
**Skill Oriented Course – 6**

**Unit I**

- a) The idea of Swadeshi in Indian tradition
- b) Ecosystem of Indian Entrepreneurship

**Unit II**

- a) Meaning and Characteristics of an entrepreneur
- b) Planning to be an entrepreneur

**Unit III**

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

**UNIT IV**

- a) SAMRIDH Scheme  
Start-up India Seed Fund  
Start-up India Initiative  
ASPIRE
- b) MUDRA Bank  
Ministry of Skill Development and Entrepreneurship  
ATAL Innovation Mission  
eBiz Portal

**UNIT V**

- a) Vijay Shekhar Sharma (Paytm)  
Byju Raveendran (Byju)
- b) Ritesh Agrawal (Oyo Rooms)  
Bhavish Aggarwal (Ola Cabs)

**Suggested Readings:**

1. Brown, Judith M.(1972), Gandhi's Rise to Power: Indian Politics, 1915-1922, Cambridge: Cambridge University Press.
2. Chand, Tara(1988), History of the Freedom Movement in India, Vol 2. New Delhi: Publications Division of the Govt. of India,
3. • Naman Vinod(2015), Make in India: Pradhanmantri Narinder Modi Ka Naya Stores in Organized Retail in India. International Journal of MaSarkar, Sumit (1973) The Swadeshi Movement in Bengal. Calcutta: Peoples Publishing House,
4. Shekhar, Bandyopadhyay(2004) From Plassey to Partition – A history of Modern India New Delhi: Orient Longman,
5. Sunil Kumar Gupta(2015), Make in India : A Compendium of Business Opportunities & Laws in India, Parragon Publishers.

**PS 308: OPEN ONLINE TRANSDISCIPLINARY COURSE  
OOTC – 2**

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.,

**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 ,2<sup>nd</sup> 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) 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.

#### 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: STATE ADMINISTRATION IN ANDHRA PRADESH

### Core Course

#### Unit-I

- a) Evolution of State Administration.
- b) The State Governor, Chief Minister – Their Powers and Functions.

#### Unit-II

- a) Organization and Structure of State Secretariat.
- b) Chief Secretary – his Role in State Administration, State Planning Board.

#### Unit-III

- a) Ministry of Home Affairs – Powers and Functions.
- b) Revenue Department – Powers and Functions, Judicial Administration.

#### Unit-IV

- a) Andhra Pradesh State Public Service Commission – Structure and Functions.
- b) Role of Collector in District Administration.

#### Unit-V

- a) Emerging Problems in State Administration.
- b) Role of ICT in State Administration.

#### Suggested Readings

1. Nripendra Kumar Dutt, State Administration in India: Emerging Issues and Challenges, Kalpaz Publications, New Delhi, 2021.
2. Singh U.B., State Administration in India: Emerging Issues and Challenges, Kalpaz Publications, New Delhi, 2021.
3. Sathya Kalaivani Chandru and Mohana Priya Sundar, Administration of Union and States with Special Reference to Tamil Nadu, Tamizhi Books Publishers, Chennai, 2021.
4. Ministry of Information, District Administration: Theory and Practice, Broadcasting Government of India Publication, New Delhi, 2006.
5. Fadia B.L, Indian Administration, Sahitya Bhawan, Publications, Agra, 2005.
6. Puri. K.K., Indian Administration, Bharat Publishers, Jalandhar, 2005.
7. Maheshwari. S.R, State Governments in India, Macmillan India Ltd., New Delhi, 2000.
8. Mishra.S, Changing Pattern of District Administration, Mittal Publications, New Delhi, 1996.
9. Khera S.S, District Administration in India, National Publishing House, New Delhi, 1979.
10. Bhuvanesh Gupta, State Administration in India, RBSA Publishers, New Delhi, 2012.

## **PA 304: GOOD GOVERNANCE - INFORMATION AND COMMUNICATION TECHNOLOGY**

### **Core Course**

#### **Unit-I**

- a) Governance: Meaning, Definitions, 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: Meaning, 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 22<sup>nd</sup> 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.LO, 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(A): DISASTER MANAGEMENT**  
**Skill Oriented Course – 5**

**Unit-I**

- a) Meaning, Nature, Scope and Importance of Disaster Management
- b) 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. A.K. Srivastava, Text book of Disaster Management, Scientific Publishers, New Delhi, 2021.
2. P Kumar, Disaster Management, Oak Bridge Publications, Gurugram, Haryana, 2021.
3. S Vaidyanathan, An Introduction to Disaster Management: Natural Disasters and Man Made Hazards, Anitha Books Publishers, Chennai, 2020.
4. Mohan Kanda, Disaster Management in India, BSP Books Pvt. Ltd., Hyderabad, 2019.
5. R. Subramanian, Disaster Management, Vikas Publishing House, Mumbai, 2018.



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

**Unit-I**

- a) 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. Sharma Anupam: Police Administration in India: Legal Developments, Regal Publications, New Delhi, 2015.
2. K. Durgadas, Police Administration in India: Rawat Publications, Jaipur, 2018
3. J.C. Chaturvedi: Police Administration and Investigation of Crime, Gyan Books Publications, New Delhi, 2006.
4. Gary W Cordner & KKathryn E Scarbourough : Police Administration, Rutledge Publications, New York, 2010.
5. S.K. Ghosh, Police Administration: Theory and Practice, Prentice-Hall of India Publications, New Delhi, 2015.

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

**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. Kuldeep Mathur, Governance and Development: Challenges and Opportunities, Orient Blackswan Publications, New Delhi, 2020
2. B. P. Singh, Governance in India: Issues and Challenges, Sage Publications, New Delhi, 2019
3. S. N. Mishra, Contemporary Issues in Governance, Prentice-Hall of India Publications, New Delhi, 2018
4. A. Avasthi, Governance and Public Policy: Issues and Challenges, Rutledge Publications, New York, 2017
5. B. Guy Peters, Governance and Public Policy, Rutledge Publications, New York, 2018

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

**UNIT-I**

- a) Difference Between Public and Private
- b) Evolution and Role of Public Sector in Developing countries

**UNIT-II**

- a) Strategic Management, Network Management and Departmental Coordination
- b) Role of Leadership in Public Governance and Citizen Centric Governance

**UNIT-III**

- a) Change Management Skills Techniques
- b) Organization Communication Techniques

**UNIT-IV**

- a) Conflict Resolution Techniques
- b) Risk and Emergency Management

**UNIT-V**

- a) Trends in Public Sector Management
- b) Banking and Public Sector Management

**Suggested Readings**

1. Shrap. B. ArguirreG. & Kickham. K. Managing Public Sector: A Casestudy in Ethics and Leadership. Rutledge Publications, New York, 2016
2. A. Avasthi. Public Sector Management: An Indian Perspective, Sage Publications, New Delhi, 2015
3. David E. McNabb, Public Sector Management: A Case Study Approach, Rutledge Publications. New York, 2020
4. Richard M. Walker, Public Management and Performance: Research Directions, Cambridge University Press, Cambridge, 2019
5. Laurence E. Lynn Jr., Public Management: Old and New, Rutledge Publications, New York, 2006

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**PA 308: OPEN ONLINE TRANSDISCIPLINARY COURSE  
OOTC – 2**

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.,

**SEMESTER – IV**  
**OOSDC**  
**PS 401: OPEN ONLINE SKILL DEVELOPMENT COURSES**

**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)**

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**PS 402: PROJECT WORK**

**Project work carries 300 Marks** (Dissertation -200 marks, Seminar- 50 marks, Viva – voice – 50 marks).

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**SEMESTER – IV**  
**OOSDC**  
**PA 401: OPEN ONLINE SKILL DEVELOPMENT COURSES**

**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)**

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**PA 402: PROJECT WORK**

**Project work carries 300 Marks** (Dissertation -200 marks, Seminar- 50 marks, Viva – voice – 50 marks).