

Name of the Department: Public Administration

Name of Programme: MA (Public Administration)

Vision
The Vision of the Department is to deliver updated and relevant quality education, training, and research.
Mission
The mission of the Department is to strive for Excellence in teaching, research and consultancy in the field of Public Administration through a proper mix of theoretical and applied perspectives; and to enhance Efficiency and effectiveness in the utilization of its limited resources.
Programme Outcomes (PO)
<ul style="list-style-type: none">• To disseminate and apply the knowledge of concepts obtained under different specialisations of Public Administration• To develop the ability to identify, formulate and analyze various problems faced by governments while framing policies.• To develop critical thinking skills among students by encouraging research culture in the department, provide research ambience and develop skills of research through the research methodology, dissertation, and assignment work.• To enable students to apply ICT-based skills in making assignments and presentations.• To develop an attitude to pursue further research and find placement avenues through it.• To inculcate experiential learning skills among the students by their active involvement in data collection through research projects and also during their dissertation work.• To inculcate academic and social ethical values among the students
Programme Specific Outcomes (PSO)
PSO1 Students are able to apply the knowledge of core concepts of Public ADMINISTRATION in semester exams, national-level competitive examinations like NET, SET, Civil services etc. as well as in the research level projects work preparing them for active and effective participation in workshops and conferences.
PSO2 Through assignments, research-based project work in both theoretical and experimental domains, students are able to reveal analytical skills and critical thinking.
PSO3 In day today access to study material, through presentations, students are capable enough to make use of PowerPoint presentations, Web-based academic links and can also get hands-on experience through field work.
PSO 4 Through the research culture of the department and skills acquired therein, students are capable of sustaining subsequent academic progression in different institutions as well.
PSO5 Inculcates the ethics in the research publication.
PSO6 Experiential learning is imparted to the Students through their active involvement in data collection through research projects and also during their dissertation work.

Course Outcomes (CO)

Part-I Semester-I		
Course Code	Course Title	Course Outcomes
ADT	Administrative Theory	<ul style="list-style-type: none"> ▪ The students will be familiarized with the basic concepts of Public Administration in developed and developing countries. In addition, the course will also cover new areas and developments in the field of Public Administration. ▪ To make students understand the theories and praxis of the discipline, apart from regular classroom teaching, special talks/lectures from experts as well as practitioners will be organized to establish links between theory and practice and develop the student's critical skills.
INA	Indian Administration	<ul style="list-style-type: none"> ▪ After completion of course, the students will be familiar with the basic philosophy and features of the Indian Constitution, particularly those serving as the basis of the administrative set up in India. ▪ The students will also be familiarized with the institutions that make up the system along with a conceptual and historical understanding. ▪ Classroom teaching, lectures by experts, seminars and field trips will form the pedagogical scheme of instruction.
CDA	Comparative and Development Administration	<ul style="list-style-type: none"> ▪ The students will be equipped with knowledge and understanding of the concepts and approaches used in the study of Development Administration and Comparative Public Administration, features of developed & developing countries, planning machinery at Centre, State and district levels in India and the emergence of India as a Welfare state. ▪ They will be able to apply the comparative approach through the theoretical formulations studied in Unit I to the economic, social, political and administrative systems and their working in the countries listed. ▪ Teaching and learning will be through lecture, seminars, group work, case study analysis and presentations.
CCA	Citizen-Centric Administration	<ul style="list-style-type: none"> ▪ The students will be acquainted both with the participatory and rights based approaches. Good governance and citizen centric administration are inextricably linked.

		<ul style="list-style-type: none"> ▪ They will learn various cases of citizen engagement initiatives. ▪ Apart from regular classroom teaching, special talks/lectures from experts as well as practitioners from the civil service will be organized to establish links between theory and practice and develop the student's critical skills.
AON	Administration of NGOs	<ul style="list-style-type: none"> ▪ The students will be prepared to take up roles in NGOs and other administrative organisations. ▪ They will be able to understand the theoretical conceptualization of the NGO and the NGO Sector in the framework of a developing economy and society. Lectures, case study analysis, presentations and field trips will be used to teach this course. ▪ At the end of the course the student will have an understanding of the commonly adopted organizational forms and governance structures pertaining to NGOs; issues of governance, capacity building and accountability; funding sources, making grant applications and project proposals; and also gain an understanding of the NGO-Government interface and its impact on the working of NGOs. ▪ Case studies of three international and domestic NGOs will further deepen the understanding and equip them to work as managers in the NGO sector in combination with the other papers in this programme.
ENA	Environment Administration	<ul style="list-style-type: none"> ▪ After taking this course, students will be able to apply their understanding environmental policy and its implementation in diverse organisations. ▪ They will learn how to examine the nature and scope of environmental, energy, and natural resource problems; contrasting perspectives on their severity and policy implications; scientific, economic, political, and institutional forces that shape policymaking and implementation; approaches to environmental policy analysis; and selected issues in environmental policy both within India and globally.
OMG	Office Management	<ul style="list-style-type: none"> ▪ The students will be trained to look at the setting up and working of an efficient and cost-effective office by familiarizing him with the core areas and issues of office administration. ▪ They will learn the rules and appropriate procedures that eliminate unnecessary delays and allow the office work to be done effectively and at a reasonable cost.

EAD	Economic Administration	<ul style="list-style-type: none"> ▪ The student will be familiarized with the economic models of the government, industrial policies and economic legislations. ▪ In addition, the students would be equipped to understand the promotional role of State by referring to various promotional and infrastructural public sector undertakings. ▪ Apart from regular classroom teaching, special talks/lectures from experts as well practitioners from the civil service/industry will be organized to establish links between theory and practice and develop the student's critical skills.
▪ Part-II Semester-II		
AMT	Administrative Thought	<ul style="list-style-type: none"> ▪ The students will become aware of theories and thoughts of various classical, neo-classical and modern thinkers in the area of administration and organization. ▪ The study of this paper will equip the student with a deep understanding of the historical evolution of administrative thought, various conceptualizations and their application. ▪ Pedagogy will include lectures, assignment writing and presentations.
PFA	Public Finance and Financial Administration	<ul style="list-style-type: none"> ▪ The students will be able to understand and evaluate various aspects of financial administration, particularly Budgeting in India. ▪ In addition, the students would be made aware of the role of Comptroller and Auditor General, mobilisation of resources and fiscal federalism. ▪ Diverse teaching pedagogies like classroom lectures, discussion, seminars, budgeting exercises etc. will be used to deliver course content. ▪ At the end of the course, the student will be able to present reports and develop analytical skill regarding the monetary and fiscal system in India.
PPA	Public Personnel Administration	<ul style="list-style-type: none"> ▪ The students will be able to understand and apply knowledge of various aspects of Public Personnel Administration, career systems and classification in India, various aspects of Human Resource Development, civil services, rules of service, code of conduct and ethics, disciplinary action, negotiation machinery etc. ▪ Presentations, interaction with experts, case studies, and discussions will be used for the delivery of course content. ▪ The students will develop group work, leadership and analytical skills.
ORP	Organisational Psychology	<ul style="list-style-type: none"> ▪ The students will be able to understand functional aspects of Organizational Psychology like human

		<p>relations, employment, attitudes, groups, personality and work stress would be taught to the students.</p> <ul style="list-style-type: none"> ▪ Through activities like role play, case study discussions and interaction with experts, various skills such as public speaking, critical thinking, group work, presentation skills will be developed.
PAD	Police Administration	<ul style="list-style-type: none"> ▪ The students will understand the complex role of police in contemporary society. ▪ Pedagogical tools to be used by teachers include: short films, role plays, field visits, case studies, visits to police stations. ▪ The students will develop analytical and critical skills and develop an understanding of the working of police administration.
PRJ	Project Management	<ul style="list-style-type: none"> ▪ Students will be able to apply techniques learnt in traditional project industries and in development projects funded by the UN, World Bank, and other international agencies; it is also sought to be adopted in government-funded welfare and development projects. ▪ They will develop a deep understanding of all the stages of project management and the techniques supporting project management.
IAD	International Administration	<ul style="list-style-type: none"> ▪ The students will learn about important international organisations at the global and regional level including specialized agencies. ▪ The students will understand the role and working of international organisations and critically understand their role in light of their effectiveness in influencing the national policy agendas. ▪ A focused and critical study of various institutions and agencies will provide a deep understanding about their working and role.
EGV	MIS and E-Governance	<ul style="list-style-type: none"> ▪ The students will develop an understanding of the concept, development and applications of MIS in organisations; discuss the relevance of MIS in context of various functional areas of organization. ▪ Students will be able to understand and interpret data and its management along with networking is basic to understanding e governance systems. ▪ Thus, this will provide a sound basis for understanding the concept of e-governance, its evolution, scope and significance, and how different models lead to different outcomes of information flow. ▪ The students will learn to critically evaluate different e-governance projects implemented in

		India. The pedagogical tools used will include lectures, case studies, seminars and presentations.
▪ Part-III Semester-III		
RMS	Research Methods and Statistics	<ul style="list-style-type: none"> ▪ The students will be acquainted with the knowledge of rationale and methodology of conducting good quality research in social sciences with special reference to Public Administration. ▪ The students will be prepared for undertaking quality research at Masters' level and a basis for pursuing research as a career. The course seeks to equip students in structuring research design, formulating research questions/hypotheses, tools to collect data and analyze it with the help of suitable statistical techniques. ▪ Students will learn through research writing, undertaking data collection exercises and preparing a research proposal. ▪ Teaching-learning will be supplemented by presentations, seminars and use of Information and Communication Technology.
LGI	Local Governance in India	<ul style="list-style-type: none"> ▪ The course will help students develop an understanding of the concept and theories of decentralisation and the nature of local institutions both at the urban and rural level. ▪ The students will be able to understand problems and challenges of urban and rural development, various programmes for the same will be studied. ▪ The important pedagogical tools in this paper include discussions, presentations and field visits to have a feel of working of urban and rural local bodies. ▪ The students will be able to critically evaluate the functioning of these institutions and make constructive suggestions.
SWA	Social Systems and Welfare Administration	<ul style="list-style-type: none"> ▪ The endeavour is to make the student understand the multi-disciplinary nature of the subject of Public Administration and the relationship between Sociology and Public Administration. ▪ The students will be apprised about the basic concepts of social structure, social change in contemporary Indian Society and social tensions and their relevance in the field of Public Administration. ▪ Apart from the lecture methods, presentations and documentaries (audio-visual aids), case studies and special lectures by experts will be organized.

		<ul style="list-style-type: none"> ▪ The students will develop public speaking and analytical skills to understand Indian Society and link this with social policy and administration.
DIS	Disaster Management	<ul style="list-style-type: none"> ▪ The students will be able to understand different types of disasters and their management in India. ▪ The students will develop leadership and management skills of the disaster management. ▪ The student will be able to apply this knowledge acquired through case studies, role plays, field visits, documentaries and interaction with experts in the field of disaster management.
MDP	Management of Disciplinary Proceedings	<ul style="list-style-type: none"> ▪ The students will be able to understand an important area of Public Administration relating to Disciplinary Proceedings and the remedies available to public servants in India. ▪ The students would be made familiar with the procedures of enquiries, punishments and application of other legal measures. ▪ Apart from lectures case study method will be used to explain different proceedings to the students.
PHA	Public Health Policy and Administration	<ul style="list-style-type: none"> ▪ The paper prepares students in the area by exposing them to theoretical issues related to the challenges of Public Health Administration besides implementation. ▪ The student will understand healthcare policies and programmes including organizational set up at the union, state and local levels. Focused study of some health care programmes is included besides the concept of hospital management. ▪ The students will be able to understand the structure and role of the National Institute of Health and Family Welfare and Medical Council of India and the World Health Organization (WHO) of the national and international institutional structures of health administration. ▪ Student will be exposed to vast areas of health administration through field trips, special Seminars and workshops.
CRG	Corporate Governance	<ul style="list-style-type: none"> ▪ The students will be able to understand the concept and theories of corporate governance. ▪ The student will also be apply knowledge about the various aspects of corporate governance with focus on ethics, corporate social responsibility and current issues and problems, primarily focusing on India.
ARM	Advanced Research Methods and Dissertation	<ul style="list-style-type: none"> ▪ The students will be able to advance the knowledge in philosophy of social science research with a focus on both qualitative and quantitative approaches.

		<ul style="list-style-type: none"> ▪ The students will be prepared for undertaking quality research at Masters' level. This will provide a sound basis for higher research degrees and for pursuing research as a career. ▪ The student will be able to look critically at contemporary problems in the area of social science research, including Public Administration. Pedagogy will include lectures, writing book reviews, review paper, research paper, undertaking data collection exercises and preparing a research proposal. ▪ Teaching-learning will be supplemented by presentations, seminars and use of Information and Communication Technology.
<ul style="list-style-type: none"> ▪ Part-IV Semester-IV 		
PPA	Public Policy and Analysis	<ul style="list-style-type: none"> ▪ The students will be able to understand the concept and significance of public policy, the history of policy sciences and the public policy process. ▪ At the end of the course the student will understand the evolution of policy sciences, the significance and different stages of the public policy process in terms of the theoretical formulations as well as the working of this process with special reference to India. ▪ Thus, the student will develop a critical understanding of the policy process as well as the capacity to undertake policy analysis in substantive areas of public policy. The pedagogical tools used will include lectures, case studies, policy analysis exercises, seminars and presentations.
ADL	Administrative Law	<ul style="list-style-type: none"> ▪ The students will be able to understand Administrative Law which is an integral part of Public Administration and the basis of administrative activity and its control. ▪ The student will develop an understanding of the various components of administrative law along with the principles of natural justice, rule of law, administrative legislation, adjudication and much more. ▪ In this paper the most important pedagogical tool is the study and analysis of case law. By the end of the course, a student should be able to specify

		the significance of administrative law, rule of law and the quasi-legislative, quasi-judicial procedures within administration.
ODAI	Organisational Development and Administrative Improvement	<ul style="list-style-type: none"> ▪ The students will be able to comprehensively deal with the varied reference points leading to promoting administrative efficiency. ▪ The students will therefore gain an understanding of the ways in which change can be managed in an organisation at the operations and policy planning levels. ▪ A thorough study of the reports of the Government of India Commissions on Administrative Improvement and Reforms and the working of the O&M Division of the Government of India will link the theoretical and operational aspects of administrative improvement in public administration.
EGV	Ethics in Governance	<ul style="list-style-type: none"> ▪ The students will be acquainted with the concept and philosophy of ethics with special reference to ethics in public life and accountability of public services in India. ▪ The paper through teaching in case studies will enhance the problem solving skills on situations relating to integrity, probity in public life and problem solving approach to various issues and conflicts face by him in dealing with society. ▪ The students will learn to effectively communicate ethics and governance concepts and arguments in a logical manner.
EAD	Education Policy and Administration	<ul style="list-style-type: none"> ▪ The students will be familiarized with the concepts of various systems of education and educational administration in India. ▪ In particular, the students will be able to understand the provisions of the National Policy on Education, Five Year Plans and Sarva Shiksha Abhiyan. ▪ The students will be able to understand the organizational set up for administration of education and various agencies would also be taught. The pedagogical tools used will include lectures, case studies, policy analysis exercises, seminars and presentations.
LAD	Labour Policy and Administration	<ul style="list-style-type: none"> ▪ The students will comprehend various concepts and dimensions related to labour policy and administration, employee welfare. ▪ They will become fully acquainted with the institutional structure dealing with labour administration at both union and state levels in India.

		<ul style="list-style-type: none"> ▪ They will develop critical thinking skills via tools for the effective teaching of the subject including case study method, audio visuals techniques, brainstorming on various issues, power point presentation, study visits to industries etc. ▪ Use of these tools will develop the analytical skills and enhance the knowledge quotient of the students.
RGV	Regulatory Governance	<ul style="list-style-type: none"> ▪ The students will be able to understand rationale of regulatory governance. ▪ The students will be able to understand the key areas covered are the theoretical perspectives of regulatory governance and some key sectors where regulatory agencies have been set up in India post 1991. ▪ Teaching and learning will be through lectures, seminars, group work, assignment writing, tutorials and presentations.
PMG	Public Enterprise Management	<ul style="list-style-type: none"> ▪ The students will be able to understand various aspects of the public sector and public enterprises in India. ▪ Students will be analyse the concept and role of public sector enterprises, governing boards, privatization and performance of central public sector enterprises in India. ▪ In addition, the students will know about various issues of management, control, pricing and finally public sector reforms. ▪ Course material will be supplemented by activities like case study discussions and interaction with experts. ▪ The student will develop public speaking, critical thinking, group work, presentation skills during these activities.

Name of the Department: Public Administration

Name of Programme: M.Phil/Ph.D

Vision
The Vision of the Department is to deliver updated and relevant quality education, training, and research.
Mission
The mission of the Department is to strive for excellence in teaching, research, and consultancy in the field of Public Administration through a proper mix of theoretical and applied perspectives; and to enhance efficiency and effectiveness in the utilization of its limited resources.
Programme Outcomes (PO)
<ul style="list-style-type: none">• The scholars will be able to disseminate and apply the knowledge of concepts obtained under different specialisations of Public Administration• The research scholars will develop the ability to critically identify, formulate and analyze the research problem under study.• The research scholars will develop critical thinking skills by participating in activities such as research assignments and presentations involving book reviews, policy briefs, article reviews and review of the research work already undertaken.• The research scholars will inculcate experiential learning skills by their active involvement in data collection through research projects and also during their dissertation work.• The research scholars will learn skills related to academic writing and develop research and publication ethics.
Programme Specific Outcomes (PSO)
PSO1 Research scholars are able to apply the knowledge of core concepts of Public ADMINISTRATION, appear in national-level competitive examinations like NET, SET, Civil services etc. as well as undertake research projects.
PSO2 Through assignments, research-based project work in both theoretical and experimental domains, research scholars are able to improve analytical skills and critical thinking
PSO3 Research scholars are encouraged to use presentations, review literature through web-based academic links and also get hands-on experience through fieldwork.
PSO4 Through the research culture of the department and skills acquired therein, research scholars are capable of sustaining subsequent academic progression in different institutions.
PSO5 Inculcates the ethics in the research publication.
PSO6 Experiential learning is imparted to the research scholars through their active involvement in data collection, organisation and participation in workshops and conferences.

Course Outcomes (CO)

Part-I Semester-I		
Course Code	Course Title	Course Outcomes
ATT	Administrative Theories and Thinkers	<ul style="list-style-type: none">• The research scholars will be able to understand from a critical point of view the theoretical perspective of Public Administration• The research scholars will be able to discuss the contribution of administrative thinkers in the field of Public Administration.
ARM	Advanced Research Methodology and Research in Public Administration	<ul style="list-style-type: none">• The research scholars will be acquainted with the advances in the field of Research Methodology;• The research scholars will develop their research methodological skills for undertaking research in social sciences in general and in a discipline in particular.
PPA	Public Policy	<ul style="list-style-type: none">• The research scholars will relate to the state of policy sciences, the emerging policy concerns and their global dimensions;• The research scholars will be able to develop an understanding of the working of the public policy processes and the environment with special reference to India.• The research scholars will be able to apply policy analysis as a tool of research and evaluation with the help of assignment work.• The research scholars will share their conceptual understanding and experiences from the field, learn from and help each other during the course.
Part-II Semester-II		
DIA	Dynamics of Indian Administration	<ul style="list-style-type: none">• The research scholars will understand the current issues and problems confronting the administration in India in the context of the nature and working of the Indian political and administrative system.
LGI	Local Governance in India	<ul style="list-style-type: none">• Research scholars will be able to understand local governance in India from the historical perspective.• They will become familiar with constitutional provisions as well as

		<p>political and administrative structure for local governance.</p> <ul style="list-style-type: none"> • The research scholars will also be made aware of the important areas like rural and urban development and the role of Non-Governmental Organisations.
EAP	Economic Administration and Public Enterprise Management	<ul style="list-style-type: none"> • The research scholars will be able to understand various issues, problems and approaches of economic policy with emphasis on the management and performance of public enterprises. • The research scholars will also be made aware of Public Enterprise Reforms including theory and practice of privatization.
DSA	Dynamics of Social Administration	<ul style="list-style-type: none"> • The research scholars will develop an understanding of various important aspects of social administration in India particularly social welfare and social change. • They will be able to evaluate the role of Non-Governmental Organisations in these areas.
DIS	Dissertation	<ul style="list-style-type: none"> • The research scholars will learn about academic writing, data collection, data coding and analysis. • The research scholars will prepare a dissertation which would be evaluated to check their progress in learning. • The research scholars will develop their ability to select appropriate research methods and techniques suitable for their own research field. • The research scholars will develop an in-depth understanding of their individual research area, and the ability to appropriately employ methods and existing research results in the development of new knowledge, theories and presentation of research in the individual research area