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| M.a.,  Public Administration |
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| **SYLLABUS**  **FROM THE ACADEMIC YEAR**  **2023 - 2024** |
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| **TAMILNADU STATE COUNCIL FOR HIGHER EDUCATION, CHENNAI – 600 005** |

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| **TANSCHE REGULATIONS ON LEARNING OUTCOMES-BASED CURRICULUM FRAMEWORK FOR POSTGRADUATE EDUCATION** | |
| **Programme** | **M.A., Public Administration** |
| **Programme Code** |  |
| **Duration** | **PG – Two Years** |
| **Programme Outcomes (Pos)** | **PO1: Problem Solving Skill**  Apply knowledge of Management theories and Human Resource practices to solve business problems through research in Global context.  **PO2: Decision Making Skill**  Foster analytical and critical thinking abilities for data-based decision-making.  **PO3: Ethical Value**  Ability to incorporate quality, ethical and legal value-based perspectives to all organizational activities.  **PO4: Communication Skill**  Ability to develop communication, managerial and interpersonal skills.  **PO5: Individual and Team Leadership Skill**  Capability to lead themselves and the team to achieve organizational goals.  **PO6: Employability Skill**  Inculcate contemporary business practices to enhance employability skills in the competitive environment.  **PO7: Entrepreneurial Skill**  Equip with skills and competencies to become an entrepreneur.  **PO8: Contribution to Society**  Succeed in career endeavors and contribute significantly to society.  **PO 9 Multicultural competence**  Possess knowledge of the values and beliefs of multiple cultures and  a global perspective.  **PO 10: Moral and ethical awareness/reasoning**  Ability to embrace moral/ethical values in conducting one’s life. |
| **Programme Specific Outcomes**  **(PSOs)** | **PSO1 – Placement**  To prepare the students who will demonstrate respectful engagement with others’ ideas, behaviors, beliefs and apply diverse frames of reference to decisions and actions.  **PSO 2 - Entrepreneur**  To create effective entrepreneurs by enhancing their critical thinking, problem solving, decision making and leadership skill that will facilitate startups and high potential organizations.  **PSO3 – Research and Development**  Design and implement HR systems and practices grounded in research that comply with employment laws, leading the organization towards growth and development.  **PSO4 – Contribution to Business World**  To produce employable, ethical and innovative professionals to sustain in the dynamic business world.  **PSO 5 – Contribution to the Society**  To contribute to the development of the society by collaborating with stakeholders for mutual benefit. |

**Template for P.G., Programmes**

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Semester–I** | **Credit** | **Hours** | **Semester-II** | **Credit** | **Hours** | **Semester-III** | **Credit** | **Hours** | **Semester–IV** | **Credit** | **Hours** |
| 1.1. Core-I | 5 | 7 | 2.1. Core-IV | 5 | 6 | 3.1. Core-VII | 5 | 6 | 4.1. Core-XI | 5 | 6 |
| 1.2 Core-II | 5 | 7 | 2.2 Core-V | 5 | 6 | 3.2 Core-VIII | 5 | 6 | 4.2 Core-XII | 5 | 6 |
| 1.3 Core – III | 4 | 6 | 2.3 Core – VI | 4 | 6 | 3.3 Core – IX | 5 | 6 | 4.3 Project with viva voce | 7 | 10 |
| 1.4 Discipline Centric  Elective -I | 3 | 5 | 2.4 Discipline Centric  Elective – III | 3 | 4 | 3.4 Core – X | 4 | 6 | 4.4Elective - VI (Industry / Entrepreneurship)  20% Theory  80% Practical | 3 | 4 |
| 1.5 Generic Elective-II: | 3 | 5 | 2.5 Generic Elective -IV: | 3 | 4 | 3.5 Discipline Centric Elective - V | 3 | 3 | 4.5 Skill Enhancement course / Professional Competency Skill | 2 | 4 |
|  |  |  | 2.6 NME I | 2 | 4 | 3.6 NME II | 2 | 3 | 4.6 Extension Activity | 1 |  |
|  |  |  |  |  |  | 3.7 Internship/ Industrial Activity | 2 | - |  |  |  |
|  | **20** | **30** |  | **22** | **30** |  | **26** | **30** |  | **23** | **30** |
| **Total Credit Points -91** | | | | | | | | | | | |

**Choice Based Credit System (CBCS), Learning Outcomes Based Curriculum Framework (LOCF) Guideline Based Credits and Hours Distribution System**

**for all Post – Graduate Courses including Lab Hours**

**First Year – Semester – I**

|  |  |  |  |
| --- | --- | --- | --- |
| **Part** | **List of Courses** | **Credits** | **No. of Hours** |
|  | Core – I | 5 | 7 |
| Core – II | 5 | 7 |
| Core – III | 4 | 6 |
| Elective – I | 3 | 5 |
| Elective – II | 3 | 5 |
|  |  | **20** | **30** |

**Semester-II**

|  |  |  |  |
| --- | --- | --- | --- |
| **Part** | **List of Courses** | **Credits** | **No. of Hours** |
|  | Core – IV | 5 | 6 |
| Core – V | 5 | 6 |
| Core – VI | 4 | 6 |
| Elective – III | 3 | 4 |
| Elective – IV | 3 | 4 |
| Skill Enhancement Course [SEC] - I | 2 | 4 |
|  |  | **22** | **30** |

**Second Year – Semester – III**

|  |  |  |  |
| --- | --- | --- | --- |
| **Part** | **List of Courses** | **Credits** | **No. of Hours** |
|  | Core – VII | 5 | 6 |
| Core – VIII | 5 | 6 |
| Core – IX | 5 | 6 |
| Core (Industry Module) – X | 4 | 6 |
| Elective – V | 3 | 3 |
| Skill Enhancement Course - II | 2 | 3 |
|  | Internship / Industrial Activity [Credits] | 2 | - |
|  |  | **26** | **30** |

**Semester-IV**

|  |  |  |  |
| --- | --- | --- | --- |
| **Part** | **List of Courses** | **Credits** | **No. of Hours** |
|  | Core – XI | 5 | 6 |
| Core – XII | 5 | 6 |
| Project with VIVA VOCE | 7 | 10 |
| Elective – VI (Industry Entrepreneurship) | 3 | 4 |
| Skill Enhancement Course – III / Professional Competency Skill | 2 | 4 |
| Extension Activity | 1 | - |
|  |  | **23** | **30** |

**Total 91 Credits for PG Courses**

|  |  |  |
| --- | --- | --- |
| **METHODS OF EVALUATION** | | |
| **Internal Evaluation** | Continuous Internal Assessment Test | **25 Marks** |
| Assignments / Snap Test / Quiz |
| Seminars |
| Attendance and Class Participation |
| **External Evaluation** | End Semester Examination | **75 Marks** |
| **Total** | | **100 Marks** |
| **METHODS OF ASSESSMENT** | | |
| **Remembering (K1)** | * Thelowestlevelofquestionsrequirestudentstorecallinformationfromthecoursecontent * Knowledgequestionsusuallyrequirestudentstoidentifyinformationinthetextbook. | |
| **Understanding (K2)** | * Understandingoffactsandideasbycomprehendingorganizing,comparing,translating,interpolatingandinterpretingintheirownwords. * Thequestionsgobeyondsimplerecallandrequirestudentstocombinedatatogether | |
| **Application (K3)** | * Studentshavetosolveproblemsbyusing/applyingaconceptlearnedintheclassroom. * Studentsmust usetheir knowledgetodetermineaexactresponse. | |
| **Analyze (K4)** | * Analyzingthequestionisonethatasksthestudentstobreakdownsomethingintoitscomponentparts. * Analyzingrequiresstudentstoidentifyreasonscausesormotivesandreachconclusionsorgeneralizations. | |
| **Evaluate (K5)** | * Evaluationrequiresanindividualtomakejudgmentonsomething. * Questionstobeaskedtojudgethevalueofanidea,acharacter,aworkofart,orasolutiontoaproblem. * Studentsareengagedindecision-makingandproblem–solving. * Evaluationquestionsdonothavesinglerightanswers. | |
| **Create (K6)** | * Thequestionsofthiscategorychallengestudentstogetengagedincreativeandoriginalthinking. * Developingoriginalideasandproblemsolvingskills | |

CREDIT DISTRIBUTION –

M.A. PUBLIC ADMINISTRATIONFIRSTYEAR-

SEMESTER-I

|  |  |  |  |
| --- | --- | --- | --- |
| **Part** | **ListofCourses** | **Credits** | **No. of hours** |
|  | **Core Course – I –Principles of PublicAdministration** | **5** | **7** |
| **CoreCourse – II– AdministrativeThought** | **5** | **7** |
| **CoreCourse–III–EssentialsofConstitutionofIndia** | **4** | **6** |
| **ElectiveCourse–I –Dynamics ofDevelopment** | **3** | **5** |
| **ElectiveCourse–II–SocialEntrepreneurship** | **3** | **5** |
|  |  | **20** | **30** |

FIRSTYEAR-SEMESTER-II

|  |  |  |  |
| --- | --- | --- | --- |
| **Part** | **ListofCourses** | **Credits** | **No. of hours** |
|  | **CoreCourse–IV–IndianGovernmentandAdministration** | **5** | **6** |
| **CoreCourse–V-PublicPolicyin India** | **5** | **6** |
| **CoreCourse–VI–PublicFinancialAdministration** | **4** | **6** |
| **ElectiveCourse–III –DisasterManagement** | **3** | **4** |
| **ElectiveCourse–IV –AdministrativeBehaviour** | **3** | **4** |
| **SkillEnhancementCourse[SEC]–I–PublicOpinion andSurvey Research** | **2** | **4** |
|  |  | **22** | **30** |

\*InternshipduringSummerVacation.TheCreditsshallbeawardedinSemester–IIIStatementof Marks

SECONDYEAR-SEMESTER-III

|  |  |  |  |
| --- | --- | --- | --- |
| **Part** | **ListofCourses** | **Credits** | **No. of hours** |
|  | **CoreCourse–VII–TechnologyandPublicAdministration** | **5** | **6** |
| **CoreCourse – VIII–AdministrativeLaw** | **5** | **6** |
| **CoreCourse–IX–LocalGovernancein India** | **5** | **6** |
| **ElectiveCourse–V –SocialAuditingin India** | **3** | **3** |
| **CoreIndustryModule–SupplyChainManagement** | **4** | **6** |
| **SkillEnhancementCourse–II–PerformanceManagement** | **2** | **3** |
| **Internship/IndustrialActivity[Credits]** | **2** | **-** |
|  |  | **26** | **30** |

SECONDYEAR-SEMESTER-IV

|  |  |  |  |
| --- | --- | --- | --- |
| **Part** | **ListofCourses** | **Credits** | **No. of hours** |
|  | **Core Course – X – Comparative PublicAdministration** | **5** | **6** |
| **CoreCourse–XI–ResearchMethodsinPublicAdministration** | **5** | **6** |
| **ElectiveCourse–VI –PoliticalEconomyin India** | **3** | **4** |
| **ProjectwithVIVAVOCE** | **7** | **10** |
| **SkillEnhancementCourse–III–CollaborativeGovernance** | **2** | **4** |
| **ExtensionActivity** | **1** | **-** |
|  |  | **23** | **30** |

SEMESTER I

PRINCIPLESOFPUBLICADMINISTRATION

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **CourseCode** | | **CourseName** | **Category** | **L** | **T** | **P** | **S** | **Credits** | **Inst.Hours** | **Marks** | | |
| **CIA** | **External** | **Total** |
|  | | **Principles ofPublicAdministration** | **Core** | **Y** | **-** | **-** | **-** | **4** | **6** | **25** | **75** | **100** |
| **CourseObjectives** | | | | | | | | | | | | |
| C1 | ToidentifytheimportantelementsofPublicAdministration | | | | | | | | | | | |
| C2 | Todemonstratehowtheprinciples enableefficientandeffectivepublicservices | | | | | | | | | | | |
| C3 | Toanalyse thebasicconceptsanddynamicsrelatingtopublicorganization | | | | | | | | | | | |
| C4 | TodepicttheimportanceofhumanandfinancialresourcesforPublicAdministration | | | | | | | | | | | |
| C5 | Toevaluate thevariouscontrolmechanismsinPublicAdministration | | | | | | | | | | | |
| **UNIT** | **Content** | | | | | | | | | **No.ofHours** | | |
| I | PublicAdministration:Meaning,Nature,ScopeandSignificance – Public and Private Administration – PublicAdministrationanditsrelationwithsubjectsinSocialScience–ConceptofOrganization,ManagementandAdministration | | | | | | | | | **6** | | |
| II | PrinciplesofOrganization–Origin,NatureandObjectivesofOrganization–Planning–DivisionofWork–Hierarchy  –Co–ordination–SpanofControl–LineandStaffAgencies | | | | | | | | | **6** | | |
| III | BasesandTheoriesofOrganization–Purpose,People,Place and Process - Theories – Classical – Behavioural -Ecological | | | | | | | | | **6** | | |
| IV | Personnel Administration: Recruitment, Training andPromotion-FinancialAdministration:Principlesof Budget  –Preparation–Enactment–Execution–AccountingandAuditing | | | | | | | | | **6** | | |
| V | AdministrativeControlandAccountability– Legislative,Executiveand JudicialControl | | | | | | | | | **6** | | |
|  | **Total** | | | | | | | | | **30** | | |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **CourseOutcome** | | | | | | | **ProgrammeOutcome** |
| **CO** | **Oncompletionofthiscourse,studentswill learn** | | | | | | |  |
| 1 | To recogniseadministration | the | concepts | related | to | principles | of | PO1 |
| 2 | Toanalysetheeffectiveapplicationofprinciplesandapproaches to diagnose and solve organizational problemsanddevelop optimalmanagerialdecisions. | | | | | | | PO1,PO2 |
| 3 | Tobefamiliarwiththedynamicsmanagementandadministration | | | | of | organization, | | PO4,PO6 |
| 4 | Toexhibitthenew horizons ofPublicAdministration | | | | | | | PO4,PO5,PO6 |
| 5 | TogaugethegapbetweentheoryandpracticeinPublicAdministration | | | | | | | PO3,PO8 |
|  | **TextBooks** | | | | | | | |
| 1 | [D.RavindraPrasad&Y.Pardhasaradhi(eds.,)(2011),PublicAdministration:Concepts,Theories andPrinciples(Eng),Hyderabad,TeluguAkademi.](https://www.google.co.in/search?tbo=p&amp%3Btbm=bks&amp%3Bq=inauthor%3A%22Rumki%2BBasu%22) | | | | | | | |
| 2 | [AvasthiandMaheswari(2010),PublicAdministration,(30thEdition),Agra,Lakshmi](https://www.google.co.in/search?tbo=p&amp%3Btbm=bks&amp%3Bq=inauthor%3A%22Rumki%2BBasu%22)  [Narayan](https://www.google.co.in/search?tbo=p&amp%3Btbm=bks&amp%3Bq=inauthor%3A%22Rumki%2BBasu%22)Agarwal. | | | | | | | |
| 3 | RumkiBasu(2004),PublicAdministration:ConceptsandTheories(5thRevised),NewDelhi,Sterling Publishers. | | | | | | | |
| 4 | A.K.Tripathi(2008),PrinciplesofPublicAdministration,New Delhi,MuraliLal&Sons. | | | | | | | |
| 5 | Dr.S.R.Myneni(2016),PrinciplesofPublicAdministration,Faridabad,AllahabadLawAgency. | | | | | | | |
|  | **ReferenceBooks** | | | | | | | |
| 1 | W.F.Willoughby(1929),PrinciplesofPublicAdministration,BrookingInstitutions. | | | | | | | |
| 2 | S.R.Nigam(1974),Principles ofPublicAdministration,New Delhi,KitabMahal. | | | | | | | |
| 3 | Avasthi&Avasthi(2012),PublicAdministrationinIndia,Agra,LakshmiNarayanAgarwal. | | | | | | | |
| 4 | M.Laxmikanth(2017),PublicAdministration,Tata McGrawHill,NewDelhi. | | | | | | | |
| 5 | H.GeorgeFrederickson(1980),NewPublicAdministration,Alabama,TheUniversityofAlabamaPress. | | | | | | | |
|  | **WebResources** | | | | | | | |
| 1 | <https://www.britannica.com/topic/public-administration/Principles-of-public-administration> | | | | | | | |
| 2 | <https://onlinecourses.swayam2.ac.in/cec22_hs03/preview> | | | | | | | |
| 3 | <https://link.springer.com/10.1007/978-3-319-31816-5_3856-1> | | | | | | | |
| 4 | https://archive.org›details›in.ernet.dli.2015.276830 | | | | | | | |
| 5 | <https://www.tandfonline.com/doi/full/10.1080/23311886.2017.1316916> | | | | | | | |

MappingwithProgrammeOutcomes:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **PO1** | **PO2** | **PO3** | **PO4** | **PO5** | **PO6** | **PO7** | **PO8** | **PO9** | **PO10** |
| **CO1** | S | S | M | M | S | M | M | M | M | S |
| **CO2** | S | S | M | M | M | M | S | S | M | M |
| **CO3** | S | S | M | M | M | S | M | M | S | L |
| **CO4** | S | S | M | M | S | M | S | S | M | S |
| **CO5** | S | S | M | M | M | S | M | M | S | M |

S-Strong M-Medium L-Low

**CO-POMapping(CourseArticulationMatrix)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **CO/PO** | **PSO1** | **PSO2** | **PSO3** | **PSO4** | **PSO5** |
| **CO1** | 3 | 3 | 2 | 2 | 3 |
| **CO2** | 3 | 3 | 2 | 2 | 2 |
| **CO3** | 3 | 3 | 2 | 2 | 2 |
| **CO4** | 3 | 3 | 2 | 2 | 3 |
| **CO5** | 3 | 3 | 2 | 2 | 2 |
| **Weightage** | 15 | 15 | 10 | 10 | 12 |
| **WeightedpercentageofCourseContributiontoPos** | 3.0 | 3.0 | 2.0 | 2.0 | 2.4 |

ADMINISTRATIVETHOUGHT

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **CourseCode** | **CourseName** | **Category** | **L** | **T** | **P** | **S** | **Credits** | **Inst.Hours** | **Marks** | | | |
| **CIA** | | **External** | **Total** |
|  | **AdministrativeThought** | **Core** | **Y** | **-** | **-** | **-** | **4** | **6** | **25** | | **75** | **100** |
| **CourseObjectives** | | | | | | | | | | | | |
| C1 | ToprovideintroductiontothedisciplineofPublicAdministration | | | | | | | | | | | |
| C2 | Toacquaintwiththeideasofprominentadministrativethinkers | | | | | | | | | | | |
| C3 | Toclassifyandinterpretthecontributionsmadebythesethinkerstotheadministrativethinking. | | | | | | | | | | | |
| C4 | Togaindeepinsightandunderstandingaboutthoughtsonadministration. | | | | | | | | | | | |
| C5 | Toknowhowtheadministrativetheoriesandconceptsmakessenseinadministrativepractices. | | | | | | | | | | | |
| **UNIT** | **Content** | | | | | | | | | **No.ofHours** | | |
| I | Administrative Theory:Concept, significance and importance ofTheory-EvolutionandEmergingTrendsinAdministrativetheory.**DichotomyTheorists:**WoodrowWilson:Politics-AdministrationDichotomy,FrankGoodnow:AmericanPublicAdministration | | | | | | | | | **6** | | |
| II | IndianTheorists:Kautilya–Arthashastra,Thiruvalluvar–Governance and Management**,** Ambedkar – The Constitution ofIndia **Classical Theorists:**Fredrick Winslow Taylor: ScientificManagement theory, Henry Fayol: Foundations of Management,LutherGullickandLyndallUrwick:ScienceofAdministration | | | | | | | | | **6** | | |
| III | HumanRelationsTheorists:EltonMayoHumanRelationsMovement,M.P.Follet:ConstructiveConflictandLeadershipBureaucratic Theorists:Max Weber, Bureaucracy, Karl Marx:Stateand Bureaucracy | | | | | | | | | **6** | | |
| IV | BehaviouralTheorists:ChesterBarnard:FormalandInformalOrganisations and Functions of the Executive, Herbert Simon:Administrative Behaviour and Decision Making, Chris Argyris:OrganizationaldevelopmentManagement&LeadershipTheorists:RensisLikert:OrganizationalstructureandManagementPractices,  P.F.Drucker:ManagementbyObjectives | | | | | | | | | **6** | | |
| V | Motivation Theorists: Abraham Maslow: Need Hierarchy Theory,Douglas McGregor: Motivation and Human Behaviour, FredrickHerzberg:MotivationStudiesandJobEnrichmentModern | | | | | | | | | **6** | | |

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| --- | --- | --- |
|  | TheoristsandWritersonAdministration:Y.Dror:PublicPolicy,  F.W.Riggs:AdministrativeModels,DwightWaldo:TheAdministrative State and Future of Administration, ChristopherHood’s NPM. |  |
|  | **Total** | **30** |
|  | **CourseOutcome** | **ProgrammeOutcome** |
| **CO** | **Oncompletionofthiscourse,studentswilllearn** |  |
| 1 | Toreviewthevariousadministrative theoriesandconcepts | PO1 |
| 2 | TocompareandcontrastthecontributionsbyIndianandClassicalthinkers | PO1,PO2 |
| 3 | Todevelopanunderstandingofthecontributionsofhumanrelations and behaviouralthinkers | PO4,PO6 |
| 4 | Tocomprehendthecontributionsoftheoristsoveraperiodoftime | PO4,PO5,PO6 |
| 5 | Toestablishtheapplicationoftheoriestounderstandreallifesituations | PO3,PO8 |
|  | **TextBooks** | |
| 1 | Ravindra Prasad (2011), V.S.Prasad and SathyaNarayana, Administrative Thinkers,NewDelhiSterling PublishersPvt. Ltd. | |
| 2 | Maheshwari.S.R. (2014)*,*AdministrativeThinkers*,*NewDelhi,MacmillanPublications. | |
| 3 | Fadia.B.L.,KuldeepFadia(2010),PublicAdministration-AdministrativeTheoriesand  Concepts,NewDelhi,SahityabhawanPublications. | |
| 4 | AshokKumar(2008),AdministrativeThinkers, NewDelhi,SaurabhPublishingHouse. | |
| 5 | RakeshHooja,RameshKArora (2007),AdministrativeTheories:Approaches,Concepts  andThinkersinPublicAdministration,NewDelhi,RawatPublications. | |
|  | **ReferenceBooks** | |
| 1 | Luther Gulick&LyndallUrwick(eds.) (1937),PapersonScienceofAdministration,NewYork,NewYork Institution of PublicAdministration. | |
| 2 | Goel,S.L(2003),PublicAdministration:TheoryandPractice,NewDelhi,DeepandDeep. | |
| 3 | HoshiarandPradeepSachdeva(2005),AdministrationTheory*,*Allahabad,KitabMahalPublications. | |
| 4 | Sapru. R.K. (2013), Administrative theories and Management Thought*,* New Delhi,IndiaLearning Pvt. Ltd. | |
| 5 | AmitaiEtzioni(1964),ModernOrganization,EnglewoodCliffs,N.J.,Prentice-Hall. | |

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|  | **WebResources** |
| 1 | <https://www.tandfonline.com/loi/madt20> |
| 2 | <https://global.oup.com/academic/product/journal-of-public-administration-research-and-theory-14779803> |
| 3 | <https://onlinelibrary.wiley.com/journal/14679299> |
| 4 | <https://link.springer.com/10.1007/978-3-319-31816-5_3856-1> |
| 5 | <https://www.insightsonindia.com/2015/07/28/public-administration-strategy-how-to-prepare-better-to-deal-with-uncertainties/> |

MappingwithProgrammeOutcomes:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **PO1** | **PO2** | **PO3** | **PO4** | **PO5** | **PO6** | **PO7** | **PO8** | **PO9** | **PO10** |
| **CO1** | S | S | M | M | S | M | M | M | M | S |
| **CO2** | S | S | M | M | M | M | S | S | M | M |
| **CO3** | S | S | M | M | M | S | M | M | S | L |
| **CO4** | S | S | M | M | S | M | S | S | M | S |
| **CO5** | S | S | M | M | M | S | M | M | S | M |

S-Strong M-Medium L-Low

**CO-POMapping(CourseArticulationMatrix)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **CO/PO** | **PSO1** | **PSO2** | **PSO3** | **PSO4** | **PSO5** |
| **CO1** | 3 | 3 | 2 | 2 | 3 |
| **CO2** | 3 | 3 | 2 | 2 | 2 |
| **CO3** | 3 | 3 | 2 | 2 | 2 |
| **CO4** | 3 | 3 | 2 | 2 | 3 |
| **CO5** | 3 | 3 | 2 | 2 | 2 |
| **Weightage** | 15 | 15 | 10 | 10 | 12 |
| **Weightedpercentageof Course**  **Contribution toPos** | 3.0 | 3.0 | 2.0 | 2.0 | 2.4 |

ESSENTIALSOFCONSTITUTIONOFINDIA

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **CourseCode** | | **CourseName** | **Category** | **L** | **T** | **P** | **S** | **Credits** | **Inst.Hours** | **Marks** | | | |
| **CIA** | | **External** | **Total** |
|  | | **Essentials ofConstitution ofIndia** | **Core** | **Y** | **-** | **-** | **-** | **4** | **6** | **25** | | **75** | **100** |
| **CourseObjectives** | | | | | | | | | | | | | |
| C1 | Togaininsightsontheconstitutionaldesignofstatestructuresandinstitutions | | | | | | | | | | | | |
| C2 | Toillustrate thevariousinstitutionsoftheUnionandStates | | | | | | | | | | | | |
| C3 | TodeveloptheabilitytounderstandtheworkingoftheIndianConstitution | | | | | | | | | | | | |
| C4 | TocategorizetheroleandfunctionsoftheadministrativemachineriesattheUnionandtheStateLevel | | | | | | | | | | | | |
| C5 | ToexaminethesignificanceoftheConstitutionalandNon-ConstitutionalBodies. | | | | | | | | | | | | |
| **UNIT** | **Content** | | | | | | | | | | **No.ofHours** | | |
| I | Introduction: Historical Background – Constituent Assembly ofIndia – Philosophical Foundations of the Indian Constitution –Preamble – Fundamental Rights – Directive Principles of StatePolicy – Fundamental Duties – Citizenship including provisionsoftheIndianCitizenshipAct,1955–ConstitutionalRemediesforCitizens | | | | | | | | | | **6** | | |
| II | UnionGovernment:President–VicePresident–PrimeMinister  –Cabinet– Parliament– SupremeCourtofIndia–JudicialReview | | | | | | | | | | **6** | | |
| III | State Government: Governor – Chief Minister – Cabinet – StateLegislature – Judicial system in States – High Courts and otherSubordinateCourts. | | | | | | | | | | **6** | | |
| IV | ConstitutionalBodies:ElectionCommission–UnionPublicServiceCommission-StatePublicServiceCommission–FinanceCommission–NationalCommissionforSC/ST–ComptrollerandAuditor General – Attorney General of India – Advocate GeneralofIndia.  NonConstitutionalBodies:PlanningCommission–NationalDevelopmentCouncil–National HumanRights Commission  –StateHumanRightsCommission-CentralInformationCommission–StateInformationCommission–CentralVigilanceCommission–CentralBureauofInvestigation–Lokpaland  LokAyukta | | | | | | | | | | **6** | | |
| V | Constitutional Functions: Indian Federal System – Centre StateRelations–President’sRule–ConstitutionalAmendments–AssessmentoftheworkingoftheParliamentary systeminIndia. | | | | | | | | | | **6** | | |

|  |  |  |
| --- | --- | --- |
|  | **Total** | **30** |
|  | **CourseOutcome** | **ProgrammeOutcome** |
| **CO** | **Oncompletionofthiscourse,studentswill learn** |  |
| 1 | Toenumerate theoriginandevolutionoftheIndianconstitution. | PO1 |
| 2 | To measure and justify division of power between various organsofthegovernmentatdifferentlevels. | PO1,PO2 |
| 3 | TodevelopanunderstandingontheConstitutionalandnon-  constitutionalbodies. | PO4,PO6 |
| 4 | Tocompareandcontrasttheworkingoftheadministrativemachineries attheUnion andtheStatelevel. | PO4,PO5,PO6 |
| 5 | TounderstandthedivisionofpowersinIndianfederalset-upandits asymmetricalfederalarrangements | PO3,PO8 |
|  | **TextBooks** | |
| 1 | BidyutChakrabartyandPrakashChand(2016),IndianAdministration:EvolutionandPractice,NewDelhi,SagePublicationsIndiaPvt.,Ltd. | |
| 2 | DurgaDasBasu(2014),IntroductiontotheConstitutionofIndia*,*NewDelhi,PrenticeHallofIndia. | |
| 3 | S.Kashyap(2017),OurConstitution:AnIntroductiontoIndia’sConstitutionandConstitutionalLaw,NewDelhi,NationalBookTrust. | |
| 4 | A.Thiruvengadam(2017),TheConstitutionofIndia,AContextualAnalysis,NewDelhi,Oxford Press. | |
| 5 | M.Khosla(2012),TheIndianConstitution,New Delhi,OxfordUniversityPress. | |
|  | **ReferenceBooks** | |
| 1 | MadhavKhosla(2020),India’s FoundingMoment–TheConstitutionofaMostSurprisingDemocracy,MauriceandLulaBradley SmithMemorialFund. | |
| 2 | GranvilleAustin(2020),TheIndianConstitution-CornerstoneofaNation,ClarendonPress. | |
| 3 | S.K.Chaube(2010),TheMakingandWorkingoftheIndianConstitution,NewDelhi,  NationalBookTrust. | |
| 4 | V.N.Shukla&MahendraPalSingh, 2001,Constitution ofIndia,[Eastern BookCompany](https://www.google.co.in/search?hl=en&q=inpublisher%3A%22Eastern%2BBook%2BCompany%22&tbm=bks&sa=X&ved=2ahUKEwjkleGF_878AhXa8HMBHaChAbQQmxMoAHoECCEQAg&sxsrf=AJOqlzXJwYG7fJNQJcYv6LB4S1i4N65XOQ%3A1673971837406). | |
| 5 | M.P.SinghandRekhaSaxena(2013),FederalizingIndiaintheAgeofGlobalization,New Delhi, PrimusBooks. | |
|  | **WebResources** | |
| 1 | <https://legislative.gov.in/sites/default/files/COI.pdf> | |
| 2 | <https://vikaspedia.in/education/interactive-resources/indian-constitution-resources> | |
| 3 | <https://www.constitutionofindia.net/about-us> | |
| 4 | <https://constitutionnet.org/vl/item/basic-structure-indian-constitution> | |
| 5 | <https://indiacode.nic.in/> | |

MappingwithProgrammeOutcome:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **PO1** | **PO2** | **PO3** | **PO4** | **PO5** | **PO6** | **PO7** | **PO8** | **PO9** | **PO10** |
| **CO1** | S | S | M | M | S | M | M | M | M | S |
| **CO2** | S | S | M | M | M | M | S | S | M | M |
| **CO3** | S | S | M | M | M | S | M | M | S | L |
| **CO4** | S | S | M | M | S | M | S | S | M | S |
| **CO5** | S | S | M | M | M | S | M | M | S | M |

S-Strong M-Medium L-Low

**CO-POMapping(CourseArticulationMatrix)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **CO/PO** | **PSO1** | **PSO2** | **PSO3** | **PSO4** | **PSO5** |
| **CO1** | 3 | 3 | 2 | 2 | 3 |
| **CO2** | 3 | 3 | 2 | 2 | 2 |
| **CO3** | 3 | 3 | 2 | 2 | 2 |
| **CO4** | 3 | 3 | 2 | 2 | 3 |
| **CO5** | 3 | 3 | 2 | 2 | 2 |
| **Weightage** | 15 | 15 | 10 | 10 | 12 |
| **WeightedpercentageofCourseContributiontoPos** | 3.0 | 3.0 | 2.0 | 2.0 | 2.4 |

DYNAMICSOFDEVELOPMENT

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **CourseCode** | | **CourseName** | **Category** | **L** | **T** | **P** | **S** | **Credits** | **Inst.Hours** | **Marks** | | | |
| **CIA** | | **External** | **Total** |
|  | | **Dynamics ofDevelopment** | **Elective** | **Y** | **-** | **-** | **-** | **3** | **4** | **25** | | **75** | **100** |
| **CourseObjectives** | | | | | | | | | | | | | |
| C1 | Toenablethestudentstoappreciatethedifferentperspectivesandapproachestoprocessofdevelopment. | | | | | | | | | | | | |
| C2 | Tomapandexaminethe contoursofDevelopment. | | | | | | | | | | | | |
| C3 | To deduce the importance and need for the Development Administration in the developingcountries andmoreparticularly inIndia. | | | | | | | | | | | | |
| C4 | Tofamiliarizethestudentswithdifferentapproachestodevelopmentandtheircharacteristics. | | | | | | | | | | | | |
| C5 | ToanalysethesignificanceofHumanDevelopmentIndexandsynthesizewiththestudyofDevelopmenteconomics | | | | | | | | | | | | |
| **UNIT** | **Content** | | | | | | | | | | **No.ofHours** | | |
| I | Introduction:Meaning,natureandscopeofDynamicsofDevelopment–SignificanceofDynamicsofDevelopment-Evolutionandroleofdevelopmenteconomics-‘DevelopmentDynamics:RoleofmarketinDevelopment,Roleofcommunityin  Development | | | | | | | | | | **4** | | |
| II | Context of Dynamics of Development :Context of Development –ChangingnatureofDevelopment-‘DevelopmentProcesses:TheoreticalPerspectives-DevelopmentApproachesand  DevelopmentStrategies’ | | | | | | | | | | **4** | | |
| III | ConceptofDevelopment:Changingprofileofdevelopment–StrongState Versus the market debate –‘Social and Cultural Dynamics ofDevelopment’Emergingconceptsofsocialandculturaldevelopment,socialdevelopmenttheory,socialdevelopmentindex,culturalobstaclestoeconomicdevelopment,social aspirationinthe  determinantsofdevelopmentandsocialdevelopmentprinciples. | | | | | | | | | | **4** | | |
| IV | DevelopmentAgencies:DevelopmentAgencies’-NationalandInternationalagenciesindevelopment.RoleofGovernmentAgencies-RoleofFinancialandNonFinancialInstitutions-RoleofMultilateralandBilateralInternationalAgencies-RoleoftheUnited  NationsAgencies | | | | | | | | | | **4** | | |
| **V** | Sustainable Development: UN Sustainable Development Goals –IndiaandSDG-HumanDevelopment–GenderDevelopment–Selfhelpgroup movement-Entrepreneurship | | | | | | | | | | **4** | | |
|  | **Total** | | | | | | | | | **20** | | | |

|  |  |  |
| --- | --- | --- |
|  | **CourseOutcome** | **ProgrammeOutcome** |
| **CO** | **Oncompletionofthiscourse,studentswill learn** |  |
| 1 | Toidentifyandrecognizethebasicsofdevelopment,itsapproachesandtheneedfor sustainabledevelopment | PO1 |
| 2 | To acquire conceptual and theoretical understanding ofdevelopment process including the ecological and post-globalizationcontexts | PO1,PO2 |
| 3 | TounderstandtheneedforDevelopment,SustainableDevelopmentGoals andDevelopmentIndicators | PO4,PO6 |
| 4 | Toknowaboutthesignificanceofdynamicsofdevelopmentandlearnthatdevelopmentisadynamicconcept. | PO4,PO5,PO6 |
| 5 | Tobefamiliarwiththemainactorswhoplayimportantrolein thedevelopment process | PO3,PO8 |
|  | **TextBooks** | |
| 1 | Paleker,S.A.(2012),DevelopmentAdministration,NewDelhi,PHILearning. | |
| 2 | Adam Szirmai,(2005).TheDynamicsofSocio-Economic Development:AnIntroduction.CambridgeUniversity Press. | |
| 3 | ManoranjanSarkar(2014),DynamicsofDevelopmentAdministration,NewDelhi,WisdomPress. | |
| 4 | JanNederneenPieterse(2002),DevelopmentTheory:Deconstruction/Reconstruction,NewDelhi,Vistaar Publications. | |
| 5 | R.K.Sapru(2012),DevelopmentAdministration, NewDelhi,SterlingPublishersLimited. | |
|  | **ReferenceBooks** | |
| 1 | Sen,Amartya(1999),Developmentas Freedom, New York,AnchorBooks. | |
| 2 | FredRiggs(1970),FrontiersofDevelopmentAdministration,Durham,DukeUniversityPress. | |
| 3 | TheWorldBank(2001),EngenderingDevelopment,WashingtonD.C,The WorldBank. | |
| 4 | AdamSzirmai,2005,TheDynamicsofSocio-EconomicDevelopment:AnIntroduction,CambridgeUniversity Press. | |
| 5 | S.K.Sharma(ed.)(1978),DynamicsofDevelopment:AnInternationalPerspective,New  Delhi,ConceptPublications. | |
|  | **WebResources** | |
| 1 | [www.tutor2u.net/economics/content/topics/development/development-approachesstate.htm.](http://www.tutor2u.net/economics/content/topics/development/development-approachesstate.htm) | |
| 2 | <http://publicadministrationtheone.blogspot.com/dynamics>ofdevelopment | |
| 3 | <https://worldbank.org/development>indicators | |

|  |  |
| --- | --- |
| 4 | <https://egyankosh.ac.in/bitstream/123456789/48846/1/Block-2.pdf> |
| 5 | <https://onlinelibrary.wiley.com/doi/10.1111/1467-8268.12440> |

MappingwithProgrammeOutcome:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **PO1** | **PO2** | **PO3** | **PO4** | **PO5** | **PO6** | **PO7** | **PO8** | **PO9** | **PO10** |
| **CO1** | S | S | M | M | S | M | M | M | M | S |
| **CO2** | S | S | M | M | M | M | S | S | M | M |
| **CO3** | S | S | M | M | M | S | M | M | S | L |
| **CO4** | S | S | M | M | S | M | S | S | M | S |
| **CO5** | S | S | M | M | M | S | M | M | S | M |

S-Strong M-Medium L-Low

**CO-POMapping(CourseArticulationMatrix)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **CO/PO** | **PSO1** | **PSO2** | **PSO3** | **PSO4** | **PSO5** |
| **CO1** | 3 | 3 | 2 | 2 | 3 |
| **CO2** | 3 | 3 | 2 | 2 | 2 |
| **CO3** | 3 | 3 | 2 | 2 | 2 |
| **CO4** | 3 | 3 | 2 | 2 | 3 |
| **CO5** | 3 | 3 | 2 | 2 | 2 |
| **Weightage** | 15 | 15 | 10 | 10 | 12 |
| **WeightedpercentageofCourseContributiontoPos** | 3.0 | 3.0 | 2.0 | 2.0 | 2.4 |

SOCIALENTREPRENEURSHIP

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **CourseCode** | | **CourseName** | **Category** | **L** | **T** | **P** | **S** | **Credits** | **Inst.Hours** | **Marks** | | | |
| **CIA** | | **External** | **Total** |
|  | | **SocialEntrepreneurship** | **Elective** | **Y** | **-** | **-** | **-** | **3** | **4** | **25** | | **75** | **100** |
| **CourseObjectives** | | | | | | | | | | | | | |
| C1 | Topromoteentrepreneurialspiritandaspireforsocialchange. | | | | | | | | | | | | |
| C2 | Toprepareprofessionallyformeaningfulsocialengagement | | | | | | | | | | | | |
| C3 | Tocreateentrepreneurshipmindset amongthestudents | | | | | | | | | | | | |
| C4 | Tolaunchsocialentrepreneurshipprojectswhichhavehigh-potentialofsignificantpositivesocialimpact | | | | | | | | | | | | |
| C5 | Toimproveconsultingskills,formulationofstrategicandtacticalrecommendationsandclientrelationshipmanagement. | | | | | | | | | | | | |
| **UNIT** | **Content** | | | | | | | | | | **No.ofHours** | | |
| I | SocialEntrepreneurship:Definition,RelevanceandImportance,differencebetweenBusinessEntrepreneurshipandSocialEntrepreneurship,SocialEngagement&Forms,MappingtheSocialEntrepreneurshipEcosystem,IdeasandOpportunities | | | | | | | | | | **4** | | |
| II | TypesofSocialEntrepreneurship:CommunitySocialEntrepreneur,Non-ProfitSocialEntrepreneur,TransformationalSocialEntrepreneur,TransformationalSocialEntrepreneur | | | | | | | | | | **4** | | |
| III | Social Entrepreneurship Skills: Experiential Learning for the SocialEntrepreneur,SustainableDevelopment&SocialEntrepreneurship,Assessingsocialchangeopportunitiesanddesigningsocialchange  venturestomeetunmetneeds. | | | | | | | | | | **4** | | |
| IV | BeingaSocialEntrepreneur:VisionCharacteristics,ChallengesandIssues of a Social Entrepreneur,Structuringyoursocial changeventures andother organizationconsiderations | | | | | | | | | | **4** | | |
| V | SocialEntrepreneurshipandInnovation:Marketandindustry  analysis,Structuringyoursocialchange,venturesandotherorganization,Launch,Growthand GoalAttainment | | | | | | | | | | **4** | | |
|  | **Total** | | | | | | | | | | **20** | | |
|  | **CourseOutcome** | | | | | | | | | | **ProgrammeOutcome** | | |
| **CO** | **Oncompletionofthiscourse,studentswill learn** | | | | | | | | | |  | | |
| 1 | Tolearnhowtoaddresssocialproblemsandtransformsociety | | | | | | | | | | PO1 | | |

|  |  |  |
| --- | --- | --- |
| 2 | Tolearntoapplysocialentrepreneurshipskillstoaddresssocialproblems. | PO1,PO2 |
| 3 | Toapplythetheoreticalandexperientialunderstandingofconcepts,strategiesandtoolsofsocialentrepreneurship | PO4,PO6 |
| 4 | Tocreatenewpatternsandpossibilitiesforemploymentgenerationthroughsocialentrepreneurship. | PO4,PO5,PO6 |
| 5 | Toassessthestrengthsandlimitationsofsocialentrepreneurshipinaddressingsocialproblems | PO1 |
|  | **TextBooks** | |
| 1 | S.S.Khanka(2009),EntrepreneurshipinIndia: Thenextbigperspectiveandpractice,New Delhi, AkanshaPublishing House. | |
| 2 | KaliyamoorthyandChandrasekhar(Ed)(2007),EntrepreneurialTraining:TheoryandPractice, NewDelhi,KanishkaPublishers. | |
| 3 | RoyRajeev,Entrepreneurship(ed.2)(2011),NewDelhi,OxfordUniversityPress. | |
| 4 | Gopalakrishnan(2014),TheEntrepreneur’sChoice:CasesonFamilyBusinessinIndia,New Delhi,RoutledgeTaylor &FrancisGroup. | |
| 5 | RobertHisrich,MichaelPetersandDeanShepherd(2009),Entrepreneurship,NewDelhi,TataMcGraw-HillPublishingCompany Limited. | |
|  | **ReferenceBooks** | |
| 1 | EDII(1986),FacultyandExternalExperts–AHandBookforNewEntrepreneurs,Ahmadabad,Entrepreneurship DevelopmentInstituteof India. | |
| 2 | Philips,BonefielandSharma(2011),SocialEntrepreneurship,NewDelhi,GlobalVisionPublishingHouse. | |
| 3 | BanksKen,PeterGabriel,BillDrayton(2016),SocialEntrepreneurshipandInnovation:InternationalCaseStudiesandPractice,KoganPage. | |
| 4 | Chahine,T.(2016),IntroductiontoSocialEntrepreneurship.,FL:CRCPress,BocaRaton. | |
| 5 | Keohane,G.L.(2013),Socialentrepreneurshipforthe21stcentury:Innovationacrossthenonprofit, privateand publicsectors,NewYork,McGrawHill. | |
|  | **WebResources** | |
| 1 | <https://www.ediindia.org/> | |
| 2 | <http://www.innovation-portal.info/online-resources-for-innovation-entrepreneurship/> | |
| 3 | <https://www.researchgate.net/publication/259923145_Social_Entrepreneurship_in_India_An_Exploratory_Study> | |
| 4 | <https://library.jgu.edu.in/content/entrepreneurship> | |
| 5 | <https://www.researchgate.net/publication/36388150_Online_business_development_services_for_entrepreneurs_An_exploratory_study> | |

MappingwithProgrammeOutcome:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **PO1** | **PO2** | **PO3** | **PO4** | **PO5** | **PO6** | **PO7** | **PO8** | **PO9** | **PO10** |
| **CO1** | S | S | M | M | S | M | M | M | M | S |
| **CO2** | S | S | M | M | M | M | S | S | M | M |
| **CO3** | S | S | M | M | M | S | M | M | S | L |
| **CO4** | S | S | M | M | S | M | S | S | M | S |
| **CO5** | S | S | M | M | M | S | M | M | S | M |

S-Strong M-Medium L-Low

**CO-POMapping(CourseArticulationMatrix)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **CO/PO** | **PSO1** | **PSO2** | **PSO3** | **PSO4** | **PSO5** |
| **CO1** | 3 | 3 | 2 | 2 | 3 |
| **CO2** | 3 | 3 | 2 | 2 | 2 |
| **CO3** | 3 | 3 | 2 | 2 | 2 |
| **CO4** | 3 | 3 | 2 | 2 | 3 |
| **CO5** | 3 | 3 | 2 | 2 | 2 |
| **Weightage** | 15 | 15 | 10 | 10 | 12 |
| **WeightedpercentageofCourseContributiontoPos** | 3.0 | 3.0 | 2.0 | 2.0 | 2.4 |

ADMINISTRATIVESKILLSIN LEADERSHIP

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **CourseCode** | | **CourseName** | **Category** | **L** | **T** | **P** | **S** | **Credits** | **Inst.Hours** | **Marks** | | | |
| **CIA** | | **External** | **Total** |
|  | | **AdministrativeSkills inLeadership** | **PCC** | **Y** | **-** | **-** | **-** | **2** | **2** | **25** | | **75** | **100** |
| **CourseObjectives** | | | | | | | | | | | | | |
| C1 | Toexamineleadershipintheadministrativecontext | | | | | | | | | | | | |
| C2 | Todistinguishthetypesofleadershipanditssignificance | | | | | | | | | | | | |
| C3 | Toillustratetheroleofaleaderinadministration | | | | | | | | | | | | |
| C4 | Toanalyse theleadershipattitudesindifferent contexts | | | | | | | | | | | | |
| C5 | Toformulateandorganize administrationskillsin leadership | | | | | | | | | | | | |
| **UNIT** | **Content** | | | | | | | | | | **No.ofHours** | | |
| I | AdministrativeSkillsinLeadership:Meaning,Importanceandexamples,typesofadministrativeskills:Organization,Communication,DecisionMaking,TimeManagement,Responsibility&Accountability,Multi-tasking | | | | | | | | | | **2** | | |
| II | TypesofLeadership:Visionary,Coaching,Affiliative,Democratic.Pacesetting, autocratic, commanding, laissez faire, bureaucratic andservant,Situation,Transactional,Benevolent,Autocratic,Transformational,Delegative  CharacteristicsofLeadership:Positive,Focused,Decisive,empathyLeadershipTraits | | | | | | | | | | **2** | | |
| III | ImprovingadministrativeskillsinLeadership:DevelopSelfLeadership, Prioritize goals, administrative efficiency, Enable andsupportchange,Designthinkingapproach.LeadingVsManaging. | | | | | | | | | | **2** | | |
| IV | EthicalLeadership:Foundationofethicalpractices;Buildingethicalpractices;ProfessionalEthics | | | | | | | | | | **2** | | |
| V | DevelopingInnerLeadership:LeadershipComplexity;PersonalLeadership;Needforinnerresources;HealthandWellbeing;Leadership and Personal Vulnerability; Development of the innerleader. | | | | | | | | | | **2** | | |
|  | **Total** | | | | | | | | | | **10** | | |

|  |  |  |
| --- | --- | --- |
|  | **CourseOutcome** | **ProgrammeOutcome** |
| **CO** | **Oncompletionofthiscourse,studentswilllearn** |  |
| 1 | Torecognizetheroleofaleaderinadministration | PO1 |
| 2 | TodemonstratethechallengesofDecisionMaking | PO1,PO2 |
| 3 | Toreaffirmtheneedtobegoodleaders andadministrators | PO4,PO6 |
| 4 | Toexaminethechallengesinmodernadministrationtoday | PO4,PO5,PO6 |
| 5 | Toassessthechangingroleofleadershipglobally. | PO3,PO8 |
|  | **TextBooks** | |
| 1 | PundrikOjha&KiranSharma(2022),AdministrativeTheory,NewDelhi,RajPublications. | |
| 2 | LisaDicke,MontgomeryVanvanWart,2016,AdministrativeLeadershipinthePublicSector,Taylor&Francis | |
| 3 | PrasadL.M.(2005),OrganizationalTheoryandBehaviour,NewDelhi,SultanChandandCo. | |
| 4 | PrasadLallan Banerjee(1985),ManagementofHumanResources,NewDelhi,SterlingPublishers. | |
| 5 | RobbinsStephenP.(2005),OrganizationalBehaviour,NewDelhi,PrenticeHall. | |
|  | **ReferenceBooks** | |
| 1 | BurnsJamesMacGregor(2003),TransformingLeadership:Anewpursuitofhappiness,New York, Grove. | |
| 2 | DwivediR.S.(1979),HumanRelationsandOrganizationalBehaviour, New Delhi,Oxford &IBH. | |
| 3 | SinghNirmal(2003),OrganizationalBehaviour:Concept,TheoryandPractice,NewDelhi,Deepand Deep Publications. | |
| 4 | RichardPettinger(2010),OrganizationalBehaviour:PerformanceManagementinPractices,Routledge. | |
| 5 | FrancesJamesG&MilbournGene(1980),HumanBehaviourinWorkEnvironment:  ManagerialPerspective,NewYork,GoodYearPublicationCo. | |
|  | **WebResources** | |
| 1 | <https://hbr.org/1974/09/skills-of-an-effective-administrator> | |
| 2 | <https://www.ncbi.nlm.nih.gov/pmc/articles/PMC5607712/> | |
| 3 | <https://www.mindtools.com/cktb5oo/leadership-tools> | |
| 4 | <https://online.wlv.ac.uk/the-importance-of-leadership-and-people-management-skills/> | |
| 5 | [https://www.skillshare.com](https://www.skillshare.com/) | |

MappingwithProgrammeOutcome:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **PO1** | **PO2** | **PO3** | **PO4** | **PO5** | **PO6** | **PO7** | **PO8** | **PO9** | **PO10** |
| **CO1** | S | S | M | M | S | M | M | M | M | S |
| **CO2** | S | S | M | M | M | M | S | S | M | M |
| **CO3** | S | S | M | M | M | S | M | M | S | L |
| **CO4** | S | S | M | M | S | M | S | S | M | S |
| **CO5** | S | S | M | M | M | S | M | M | S | M |

S-Strong M-Medium L-Low

**CO-POMapping(CourseArticulationMatrix)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **CO/PO** | **PSO1** | **PSO2** | **PSO3** | **PSO4** | **PSO5** |
| **CO1** | 3 | 3 | 2 | 2 | 3 |
| **CO2** | 3 | 3 | 2 | 2 | 2 |
| **CO3** | 3 | 3 | 2 | 2 | 2 |
| **CO4** | 3 | 3 | 2 | 2 | 3 |
| **CO5** | 3 | 3 | 2 | 2 | 2 |
| **Weightage** | 15 | 15 | 10 | 10 | 12 |
| **WeightedpercentageofCourseContributiontoPos** | 3.0 | 3.0 | 2.0 | 2.0 | 2.4 |

E-GOVERNANCE

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **CourseCode** | **CourseName** | **Category** | **L** | **T** | **P** | **S** | **Credits** | **Inst.Hours** | **Marks** | | | | |
| **CIA** | | | **External** | **Total** |
|  | **E-Governance** | **AECC** | **Y** | **-** | **-** | **-** | **2** | **2** | **25** | | | **75** | **100** |
| **CourseObjectives** | | | | | | | | | | | | | |
| C1 | Toillustrate thegrowingimpactofe-governanceinadministration | | | | | | | | | | | | |
| C2 | Toillustratetheuseofinformationtechnologyinensuringtransparencyinthesystemofgovernance. | | | | | | | | | | | | |
| C3 | Toexaminethegrowth of e– governanceattheurbanand rurallocalgovernance | | | | | | | | | | | | |
| C4 | TolistvariousE-Governanceinitiativesandschemes. | | | | | | | | | | | | |
| C5 | Toevaluate theimpactofe-governanceinadministration | | | | | | | | | | | | |
| **UNIT** | **Content** | | | | | | | | | | **No.ofHours** | | |
| I | TraditionalmodelofBureaucracy-Needforre-engineeringgovernmentprocesses-Nature,ScopeandImportanceof E-Governance – Salient features – Approaches to E – governance –Challenges for E – governance | | | | | | | | | | **2** | | |
| II | InformationTechnologyandCommunityEmpowerment-E-GovernanceInitiativesinIndiaandTamilNadu–People’sParticipationinE–Governance–DevelopmentalStagesofE–  governance | | | | | | | | | | **2** | | |
| III | LawsrelatingtoE–governance–EthicsofLawandTechnology  –BehaviouralmodificationofPublicPersonnel–InstitutionalMechanismforE-governance–ImpactofDigitizationonSociety  andDevelopment | | | | | | | | | | **2** | | |
| IV | E-GovernmentandE-Governance:E-GovernmentversusEGovernance; E-Government and E-Governance as a Means forGoodGovernance;E-GovernmentApplicationAreas;EGovernanceApplicationAreas;E-GovernmentandE-GovernanceBenefits;RiskFactors;E-GovernmentandE-GovernanceMaturity | | | | | | | | | | **2** | | |
| V | TechnologyEnablersforE-GovernmentSystems:KeyIssuesintheDesignandImplementationofE-GovernmentSystems;E-  GovernmentDesignandArchitecture;Security,AuthenticationandAccessControl;Networking andInterconnection | | | | | | | | | | **2** | | |
|  | **Total** | | | | | | | | | | **10** | | |
|  | **CourseOutcome** | | | | | | | | | | **ProgrammeOutcome** | | |
| **CO** | **Oncompletionofthiscourse,studentswill learn** | | | | | | | | |  | | | |
| 1 | TodistinguishthedifferentmodelsofE-governance | | | | | | | | | PO1 | | | |
| 2 | ToapplyandanalyzethelegalaspectsofE-Governance. | | | | | | | | | PO1,PO2 | | | |
| 3 | ToparticipateandengageinE-Governanceactivities. | | | | | | | | | PO4,PO6 | | | |
| 4 | To gauge the utilization of information technology to avail publicservices. | | | | | | | | | PO4,PO5,PO6 | | | |
| 5 | Torecognizetheissues andchallenges ofe-governance | | | | | | | | | PO3,PO8 | | | |
|  | **TextBooks** | | | | | | | | | | | | |
| 1 | AshokPurohit(2012),E-governance, NewDelhi, MohitBooks International. | | | | | | | | | | | | |
| 2 | PankaiSharma(2012),E–governance:TheNewAgeGovernance,NewDelhi,APHPublishingCompany. | | | | | | | | | | | | |
| 3 | Prabhu(2012),E–governance:ConceptsandCaseStudies,NewDelhi,PHILearningPvt.,Ltd. | | | | | | | | | | | | |
| 4 | ChristopherG.Reddick(2012),PublicAdministrationandInformationTechnology,Jones  &BartlettLearning. | | | | | | | | | | | | |
| 5 | AshokAgarwal(2007),E-Governance:CaseStudies,UniversityPress India. | | | | | | | | | | | | |
|  | **ReferenceBooks** | | | | | | | | | | | | |
| 1 | R.P.Sinha(2006),E-GovernanceinIndia:InitiativesandIssues,NewDelhi,ConceptPublishingCompany. | | | | | | | | | | | | |
| 2 | ShirinMadon(2002),E-governanceforDevelopment:AFocusonIndia,Palgrave  Macmillan. | | | | | | | | | | | | |
| 3 | Subhash.CBhatnagar(2004),E-Government:FromVisiontoImplementation:APracticalGuidewithCaseStudies,New Delhi, SagePublications. | | | | | | | | | | | | |
| 4 | NirajaGopalJaya(Ed) (2003),Democratic GovernanceinIndia,NewDelhi,SagePublications. | | | | | | | | | | | | |
| 5 | KamaleshN.Agarwala,MurliD.Tiwari(2002),ITandE-GovernanceinIndia,Macmillan. | | | | | | | | | | | | |
|  | **WebResources** | | | | | | | | | | | | |
| 1 | <https://arxiv.org/pdf/1308.3323> | | | | | | | | | | | | |
| 2 | <https://darpg.gov.in/sites/default/files/promoting_egov11.pdf> | | | | | | | | | | | | |
| 3 | <https://www.researchgate.net/publication/255909749_E-Governance_Past_Present_and_Future_in_India> | | | | | | | | | | | | |
| 4 | <https://www.meity.gov.in/divisions/national-e-governance-plan> | | | | | | | | | | | | |
| 5 | <http://egovstandards.gov.in/sites/default/files/IJARCET-VOL-2-ISSUE-3-1196-1199_1.pdf> | | | | | | | | | | | | |

MappingwithProgrammeOutcome:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **PO1** | **PO2** | **PO3** | **PO4** | **PO5** | **PO6** | **PO7** | **PO8** | **PO9** | **PO10** |
| **CO1** | S | S | M | M | S | M | M | M | M | S |
| **CO2** | S | S | M | M | M | M | S | S | M | M |
| **CO3** | S | S | M | M | M | S | M | M | S | L |
| **CO4** | S | S | M | M | S | M | S | S | M | S |
| **CO5** | S | S | M | M | M | S | M | M | S | M |

S-Strong M-Medium L-Low

**CO-POMapping(CourseArticulationMatrix)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **CO/PO** | **PSO1** | **PSO2** | **PSO3** | **PSO4** | **PSO5** |
| **CO1** | 3 | 3 | 2 | 2 | 3 |
| **CO2** | 3 | 3 | 2 | 2 | 2 |
| **CO3** | 3 | 3 | 2 | 2 | 2 |
| **CO4** | 3 | 3 | 2 | 2 | 3 |
| **CO5** | 3 | 3 | 2 | 2 | 2 |
| **Weightage** | 15 | 15 | 10 | 10 | 12 |
| **WeightedpercentageofCourseContributiontoPos** | 3.0 | 3.0 | 2.0 | 2.0 | 2.4 |

SEMESTERII

INDIANGOVERNMENTANDADMINISTRATION

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Coursecode** | | **CourseName** | **Category** | **L** | **T** | **P** | **S** | **Credits** | **Inst.Hours** | **Marks** | | | |
| **CIA** | | **External** | **Total** |
|  | | **IndianGovernmentandAdministration** | **Core** | **Y** | **-** | **-** | **-** | **4** | **6** | **25** | | **75** | **100** |
| **CourseObjectives** | | | | | | | | | | | | | |
| C1 | Tocriticallyexaminethestructures ofIndiangovernmentsystem | | | | | | | | | | | | |
| C2 | Toidentifythecorefeatures ofgovernmentofIndia | | | | | | | | | | | | |
| C3 | TodescribethenatureofIndianAdministrativesystem | | | | | | | | | | | | |
| C4 | Tosubstantiatehoweffectivegovernmentenablesgoodgovernance | | | | | | | | | | | | |
| C5 | Toexhibitthestrategiestoreformthesystem | | | | | | | | | | | | |
| **UNIT** | **Content** | | | | | | | | | | **No.ofHours** | | |
| I | Introduction:Kautilya’sArthashastra,Mughaladministration,Legacy of British rule in politics and administration – Evolution ofIndian Administration in the Colonial Period - Post IndependenceIndianAdministration. | | | | | | | | | | **6** | | |
| II | UnionAdministration:CabinetSecretariat,PrimeMinister’sOffice,CentralSecretariat,Ministriesanddepartments,BoardsandCommissionStateAdministration:StateSecretariat,ChiefSecretaryandDirectorates.DistrictAdministration:ChangingroleoftheCollector, Union-State local relations, District administration anddemocratic decentralization-Urban and Rural Administration inIndia. | | | | | | | | | | **6** | | |
| III | ReinventingGovernment:Reforms-BureaucraticRe-engineering-Strategies for reform. Examining the Principles of Administration:NewAdministrativeinitiatives,Efficiency,Effectiveness-EquityandFairness-Reversibility-Transparency&Accountability,Civilserviceneutrality, Civilserviceactivism. | | | | | | | | | | **6** | | |
| IV | Modeling government Actions: Government capacity- Governmentactions-RhetoricNudge-ChangingIncentives-Umpiring-Changing Ownership-Unpacking Regulation-Role of a regulator-RegulatoryIndependence-Governmentasamarketplayer-Marketmaking | | | | | | | | | | **6** | | |
|  | IssuesinIndianAdministration:AdministrativereformsinIndia:MajorCommitteesandCommissions,GeneralistVsSpecialists. | | | | | | | | | | **6** | | |

|  |  |  |  |
| --- | --- | --- | --- |
| V | MajorDebates–CentralizationVsDecentralization;Inter-StateWaterDisputes;CorruptionandAccountability;Peoples’Participation – Regulatory Commissions - Values and Ethics inadministration | |  |
|  | **Total** | **30** | |
|  | **CourseOutcome** | **ProgrammeOutcome** | |
| **CO** | **Oncompletionofthiscourse,studentswilllearn** |  | |
| 1 | Toappreciatethefeatures ofadministrativesystemofIndia. | PO1 | |
| 2 | Toappreciatetheroleofthebureaucrats,theirfunctionsandresponsibilitiesintheIndianadministrativesystem. | PO1,PO2 | |
| 3 | Togainknowledgeonthesignificanceofcivilservice,theconstitutional provisions, recruitment, and training  methods. | PO4,PO6 | |
| 4 | ToexaminethespecialroleofPoliceandDefenceservicesinIndian government | PO4,PO5,PO6 | |
| 5 | Tohaveconceptualclarityofapproaches&dimensionsofgovernmentandadministrationin India | PO3,PO8 | |
|  | **TextBooks** |  | |
| 1 | ChakrabartyBidyut,PrakashChand(2016),IndianAdministration:EvolutionandPractice,New Delhi,SagePublications. | | |
| 2 | FadiaB.L.,KuldeepFadia(2010),PublicAdministration–AdministrativeTheoriesandConcepts, NewDelhi,SahityaBhawanPublications. | | |
| 3 | Maheshwari.S.R.(2018), Indian Administration, New Delhi, Orient Black Swan  Publications. | | |
| 4 | DurgaDasBasu(2021),IntroductiontotheConstitutionofIndia, NewDelhi,PrenticeHallofIndia. | | |
| 5 | Maheswari.S.R.(2003),AdministrationofIndia,NewDelhi,MacmillanIndiaLtd. | | |
|  | **ReferenceBooks** |  | |
| 1 | Bhatacharya,Mohit(2017),NewHorizonofPublicAdministration,NewDelhi,JawaharPublishers &Distributors. | | |
| 2 | Maheshwari.S.R.PublicAdministrationinIndia:TheHigherCivilService,OxfordIndia. | | |
| 3 | Singh,Hoshiar(1999),IndianAdministration,Allahabad,KitabMahal. | | |
| 4 | AroraK.Ramesh&RajaniGoyal(1996),IndianAdministration:InstitutionsandIssues,New Delhi,VishwaPrakashan.. | | |
| 5 | Sharma,Manoj(2005),IndianConstitution, NewDelhi,AnmolPublicationsLimited. | | |
|  | **WebResources** | | |
| 1 | <https://www.india.gov.in/> | | |
| 2 | <https://www.india.gov.in/topics/governance-administration> | | |

|  |  |
| --- | --- |
| 3 | <https://www.darpg.gov.in/arc-reports> |
| 4 | <https://dopt.gov.in/central-secretariat-service-css-0> |
| 5 | <https://www.pmindia.gov.in/en/prime-ministers-office/> |

MappingwithProgrammeOutcome:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **PO1** | **PO2** | **PO3** | **PO4** | **PO5** | **PO6** | **PO7** | **PO8** | **PO9** | **PO10** |
| **CO1** | S | S | M | M | S | M | M | M | M | S |
| **CO2** | S | S | M | M | M | M | S | S | M | M |
| **CO3** | S | S | M | M | M | S | M | M | S | L |
| **CO4** | S | S | M | M | S | M | S | S | M | S |
| **CO5** | S | S | M | M | M | S | M | M | S | M |

S-Strong M-Medium L-Low

**CO-POMapping(CourseArticulationMatrix)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **CO/PO** | **PSO1** | **PSO2** | **PSO3** | **PSO4** | **PSO5** |
| **CO1** | 3 | 3 | 2 | 2 | 3 |
| **CO2** | 3 | 3 | 2 | 2 | 2 |
| **CO3** | 3 | 3 | 2 | 2 | 2 |
| **CO4** | 3 | 3 | 2 | 2 | 3 |
| **CO5** | 3 | 3 | 2 | 2 | 2 |
| **Weightage** | 15 | 15 | 10 | 10 | 12 |
| **WeightedpercentageofCourseContributiontoPos** | 3.0 | 3.0 | 2.0 | 2.0 | 2.4 |

PUBLICPOLICYININDIA

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **CourseCode** | | **CourseName** | **Category** | **L** | **T** | **P** | **S** | **Credits** | **Inst.Hours** | **Marks** | | | |
| **CIA** | **External** | | **Total** |
|  | | **PublicPolicyinIndia** | **Core** | **Y** | **-** | **-** | **-** | **4** | **6** | **25** | **75** | | **100** |
| **CourseObjectives** | | | | | | | | | | | | | |
| C1 | Tofamiliarizestudentswiththebasicconcepts,theoriesandmodelsofpublicpolicyanalysis. | | | | | | | | | | | | |
| C2 | ToprovidesaninterfacebetweenpublicpolicyandadministrationinIndia. | | | | | | | | | | | | |
| C3 | Topromoteunderstandingofthepolitical,social,legalandeconomicenvironmentinwhichpublicpolicy ismade. | | | | | | | | | | | | |
| C4 | Toexplorehowinstitutionsofpublicpolicyshapesocietyanditsaffairs,howtheyoriginated,and howthey work. | | | | | | | | | | | | |
| C5 | To exhibit the goals, instruments and formulation of public policy at the national andregionallevelsdescribesthemultiplenodes–markets,civilsociety,legislativeandjudicialactors andagendasthatshapedecisionmaking. | | | | | | | | | | | | |
| **UNIT** | **Content** | | | | | | | | | | | **No.ofHours** | |
| I | PublicPolicy:Concept,SignificanceandApproaches-PolicyAnalysis:Concept,SignificanceandApproaches-ModelsforPolicyAnalysis:Systems,Institutional,andRationalPolicymaking. | | | | | | | | | | | **6** | |
| II | Public Policy Making: Structure and Process - Policy Making inIndia:ConstitutionalArrangementandRoleofExecutive,Legislature and Judiciary - Other Stakeholders in Policy-making:Political Parties, Interest Groups, Mass-media, Civil Society andInternationalAgencies. | | | | | | | | | | | **6** | |
| III | Public Policy Implementation and Control: Role of Executive withSpecialreferencetoBureaucracy,Legislature,Judiciary,Non-GovernmentalOrganizations,PressureGroups-ApproachestoPolicyImplementation-MajorIssuesandProblemsinPolicyImplementation. | | | | | | | | | | | **6** | |
| IV | PolicyEvaluation:PurposeandSignificance-CriteriaforEvaluation:Cost-BenefitAnalysis;Efficiency;Effectiveness;Equity-ForumsforPolicyEvaluation:LegislativeandDepartmentalCommittees-PolicyChangeandcontinuity | | | | | | | | | | | **6** | |
| V | RecentTrendsinPolicyMakinginIndia–StrengthandWeaknessesofPolicymakingprocessinIndia–TechnologyandPolicymaking | | | | | | | | | | | **6** | |
|  | **Total** | | | | | | | | | | | **30** | |

|  |  |  |  |
| --- | --- | --- | --- |
|  | **CourseOutcome** | | **ProgrammeOutcom** |
| **CO** | **Oncompletionofthiscourse,studentswilllearn** |  | |
| 1 | Touseprovenmethods andframeworks toanalyzekeypolicies | PO1 | |
| 2 | Toidentifyandexplainthekeydeterminantsofpolicymaking | PO1,PO2 | |
| 3 | Toevaluatethepotentialoutcomesandeffects ofpublicpolicies | PO4,PO6 | |
| 4 | Tounderstandandapplyvariousapproachestopolicy-making | PO4,PO5,PO6 | |
| 5 | Tocriticallyanalyze theexistingpoliciesinIndia | PO3,PO8 | |
|  | **TextBooks** | | |
| 1 | R.K.Sapru,PublicPolicy,NewDelhi,Sterling Publishers. | | |
| 2 | Rathod,P.B,FrameworkofPublicPolicy:TheDisciplineanditsDimensions,NewDelhi,CommonwealthPublishers. | | |
| 3 | IshwarDayalandK.Mathur (1978),DynamicsofFormulationofPolicyinGovernmentofIndia,NewDelhi, ConceptPublishing House. | | |
| 4 | R.K.Sapru(2019),PublicPolicy:Formulation,ImplementationandEvaluation,NewDelhi,SterlingPublishers. | | |
| 5 | RajeshChakrabartiandKaushikiSanyal(2016),PublicPolicyinIndia,NewDelhi,OxfordUniversityPress. | | |
|  | **ReferenceBooks** | | |
| 1 | BidyutChakrabarty,PrakashChand(2016),PublicPolicy: Concept,TheoryandPractice,SAGEPublications | | |
| 2 | JamesE.Anderson,PublicPolicyMaking,New York,Praegr. | | |
| 3 | Stuart,S.Nagel,PublicPolicy:Goals,MeansandMethods,NewYork, MartinPress. | | |
| 4 | KuldeepMathur(2015),PublicPolicyandPoliticsinIndia,NewDelhi,OUP. | | |
| 5 | [KuldeepMathur](https://www.amazon.in/s/ref%3Ddp_byline_sr_book_1?ie=UTF8&field-author=Kuldeep%2BMathur&search-alias=stripbooks)and[JamesWarner](https://www.amazon.in/s/ref%3Ddp_byline_sr_book_2?ie=UTF8&field-author=James%2BWarner&search-alias=stripbooks)(2009)**,**Policy-MakinginIndia:WhoSpeaks?WhoListens?, NewDelhi,Hindustan Publishing Corporation. | | |
|  | **WebResources** | | |
| 1 | <https://www.amazon.in/Public-Policymaking-India-R-V-Ayyar-ebook/dp/B00AE3T7WA> | | |
| 2 | <https://www.iipa.org.in/cms/public/page/library> | | |
| 3 | <https://publicpolicyindia.com/> | | |
| 4 | <https://niilmuniversity.in/coursepack/humanities/Public_Policy.pdf> | | |
| 5 | <https://www.academia.edu/3482142/Study_of_Public_Policy_making_in_India_A_theoretical_framework> | | |

MappingwithProgrammeOutcome:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **PO1** | **PO2** | **PO3** | **PO4** | **PO5** | **PO6** | **PO7** | **PO8** | **PO9** | **PO10** |
| **CO1** | S | S | M | M | S | M | M | M | M | S |
| **CO2** | S | S | M | M | M | M | S | S | M | M |
| **CO3** | S | S | M | M | M | S | M | M | S | L |
| **CO4** | S | S | M | M | S | M | S | S | M | S |
| **CO5** | S | S | M | M | M | S | M | M | S | M |

S-Strong M-Medium L-Low

**CO-POMapping(CourseArticulationMatrix)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **CO/PO** | **PSO1** | **PSO2** | **PSO3** | **PSO4** | **PSO5** |
| **CO1** | 3 | 3 | 2 | 2 | 3 |
| **CO2** | 3 | 3 | 2 | 2 | 2 |
| **CO3** | 3 | 3 | 2 | 2 | 2 |
| **CO4** | 3 | 3 | 2 | 2 | 3 |
| **CO5** | 3 | 3 | 2 | 2 | 2 |
| **Weightage** | 15 | 15 | 10 | 10 | 12 |
| **Weightedpercentageof Course**  **Contribution toPos** | 3.0 | 3.0 | 2.0 | 2.0 | 2.4 |

PUBLICFINANCIALADMINISTRATION

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Coursecode** | | **CourseName** | **Category** | **L** | **T** | **P** | **S** | **Credits** | **Inst.Hours** | **Marks** | | | | |
| **CIA** | | | **External** | **Total** |
|  | | **PublicFinancialAdministration** | **Core** | **Y** | **-** | **-** | **-** | **4** | **6** | **25** | | | **75** | **100** |
| **CourseObjectives** | | | | | | | | | | | | | | |
| C1 | Toreviewthecurrent theoriesandpracticesinFinancialAdministration. | | | | | | | | | | | | | |
| C2 | Togainknowledgeonpreparationofbudgetandallocationofresourcesonaprioritybasis. | | | | | | | | | | | | | |
| C3 | ToidentifythecontemporaryissuesinPublicFinancialAdministration. | | | | | | | | | | | | | |
| C4 | TogainknowledgeonPublicFinancialAdministrationofUnion,Stateandlocalgovernments. | | | | | | | | | | | | | |
| C5 | Toexaminethetaxationpolicy,managementofpublicexpenditure,publicdebtand  budgetarytechniquesandpractices. | | | | | | | | | | | | | |
| **UNIT** | **Content** | | | | | | | | | | | **No.ofHours** | | |
| I | Introduction: Meaning, Nature, Scope and Significance of PubicFinancialAdministration-Aspectsofbudgeting–PrinciplesofPublic budgeting- Contemporary approaches to pubic budgeting:Planning–Programming-Budgetingsystems(PPBS)-Performancebudgeting–ZeroBaseBudgeting(ZBB)-Cost–BenefitAnalysis  –ManagementByObjectives–NPMModelofBudgeting. | | | | | | | | | | | **6** | | |
| II | BudgetaryProcessinComparativeperspective:ConstitutionalprovisionsregardingbudgetinginIndia--BudgetaryprocessinIndia-BudgetaryProcessinUK,USA,France,Switzerland-Germany. | | | | | | | | | | | **6** | | |
| III | AccountingandAuditingsysteminComparativeperspective:AccountingandAuditingsysteminIndia–Accountingandauditing  systeminGreatBritain-AccountingandAuditinginUSA-Accountingandauditing inEuropean countries | | | | | | | | | | | **6** | | |
| IV | Control over public expenditures in India: Comptroller and AuditorGeneralofIndia:powers,functionsandresponsibilities-Parliamentarycontroloverpublicexpenditure:StandingcommitteesofParliamentinIndia-DepartmentallyRelatedStandingCommittees(DRSC)-PublicAccountsCommittee (PAC)-Estimates Committee (EC)- Committee on Public Undertaking (COPU).PublicDebtofIndia-MonetaryPolicy:RoleofReserve  BankofIndia(RBI). | | | | | | | | | | | **6** | | |
| V | FiscalAdministrationinIndia:TaxandNon-taxresourcesoftheUnionandthestates:DirecttaxesandIndirecttaxes–Boardof  Direct taxes– Board of Indirect taxes –Goodsand ServicesTax-GoodsandServicesTaxCouncil(GSTC)-Grants–in-Aidsystem- | | | | | | | | | | | **6** | | |
|  | FinanceCommission-the NationalInstitutionforTransformingIndia(NITI AAYOG) | | | | | | | | | |  | | | |
|  | **Total** | | | | | | | | | | **30** | | | |
|  | **CourseOutcome** | | | | | | | | | | **ProgrammeOutcome** | | | |
| **CO** | **Oncompletionofthiscourse,studentswilllearn** | | | | | | | | | |  | | | |
| 1 | TogainknowledgeofMonetaryandFiscalPoliciesandtheconcepts ofBalanceof Payments andbasketofcurrencies | | | | | | | | | | PO1,PO2 | | | |
| 2 | ToanalyzethebudgetaryprocessandtheroleoftheMinistryofFinance. | | | | | | | | | | PO3,PO4 | | | |
| 3 | Tocriticallyexaminetheimplementationofdifferenttypesofbudgetingsystemspracticed globally | | | | | | | | | | PO5,PO6 | | | |
| 4 | TogainclarityontaxationmachineryandtheGSTprocess. | | | | | | | | | | PO7,PO68 | | | |
| 5 | ToassesstheimportanceofAdministrative,ParliamentaryandAuditcontrolover PublicExpenditure. | | | | | | | | | | PO9,PO10 | | | |
|  | **TextBooks** | | | | | | | | | | | | | |
| 1 | ThavarajM.J.K.(1992),FinancialAdministrationinIndia,NewDelhi,S.Chand&Co. | | | | | | | | | | | | | |
| 2 | Goel.S.L.(2002),PublicFinancialAdministration,NewDelhi,Deep&DeepPublications. | | | | | | | | | | | | | |
| 3 | Batsya.K.N.(1993),FinancialAdministrationinIndia,Chandigarh,Haryana  SahityaAcademy. | | | | | | | | | | | | | |
| 4 | Mukherjee,S.S.(1992),FinancialAdministrationinIndia,NewDelhi,SurjeetPublications. | | | | | | | | | | | | | |
| 5 | Lal G.S.(1998),FinancialAdministrationinIndia,NewDelhi,SterlingPublications. | | | | | | | | | | | | | |
|  | **ReferenceBooks** | | | | | | | | | | | | | |
| 1 | Handa,K.L.(1988),FinancialAdministrationinIndia,NewDelhi,IIPA. | | | | | | | | | | | | | |
| 2 | Dutt,Ruddar&SundramK.P.(1997),IndianEconomy,NewDelhi,S.Chand. | | | | | | | | | | | | | |
| 3 | Gupta,B.N.(2006),IndianFederalFinanceandBudgetaryPolicy,Allahabad,ChaitanyaPublishingHouse. | | | | | | | | | | | | | |
| 4 | Musgrave&Musgrave(1989),PublicFinanceinTheoryandPractice,NewYork,McGrawHillBook Company. | | | | | | | | | | | | | |
| 5 | Sundharam,K.P.M.,(1974),IndianPublicFinanceandFinancialAdministration,New  Delhi,SultanChand&Sons. | | | | | | | | | | | | | |
|  | **WebResources** | | | | | | | | | | | | | |
| 1 | <https://business.mapsofindia.com/india-tax/system.html> | | | | | | | | | | | | | |
| 2 | <https://www.brainkart.com/article/Financial-Administration_40516/> | | | | | | | | | | | | | |
| 3 | <https://www.politicalsciencenotes.com/essay/public-administration/finance-ministry-in-india-essay-finance-public-administration/13692> | | | | | | | | | | | | | |
| 4 | <https://www.politicalsciencenotes.com/essay/public-administration/financial-committees-in-india-essay-public-administration/13697> | | | | | | | | | | | | | |
| 5 | <https://www.yourarticlelibrary.com/india-2/financial-administration/financial-administration-in-india/63475> | | | | | | | | | | | | | |

MappingwithProgrammeOutcome:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **PO1** | **PO2** | **PO3** | **PO4** | **PO5** | **PO6** | **PO7** | **PO8** | **PO9** | **PO10** |
| **CO1** | S | S | M | M | S | M | M | M | M | S |
| **CO2** | S | S | M | M | M | M | S | S | M | M |
| **CO3** | S | S | M | M | M | S | M | M | S | L |
| **CO4** | S | S | M | M | S | M | S | S | M | S |
| **CO5** | S | S | M | M | M | S | M | M | S | M |

S-Strong M-Medium L-Low

**CO-POMapping(CourseArticulationMatrix)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **CO/PO** | **PSO1** | **PSO2** | **PSO3** | **PSO4** | **PSO5** |
| **CO1** | 3 | 3 | 2 | 2 | 3 |
| **CO2** | 3 | 3 | 2 | 2 | 2 |
| **CO3** | 3 | 3 | 2 | 2 | 2 |
| **CO4** | 3 | 3 | 2 | 2 | 3 |
| **CO5** | 3 | 3 | 2 | 2 | 2 |
| **Weightage** | 15 | 15 | 10 | 10 | 12 |
| **Weightedpercentageof**  **CourseContributiontoPOs** | 3.0 | 3.0 | 2.0 | 2.0 | 2.4 |

DISASTERMANAGEMENT

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **CourseCode** | | **CourseName** | **Category** | **L** | **T** | **P** | **S** | **Credits** | **Inst.Hours** | **Marks** | | | |
| **CIA** | | **External** | **Total** |
|  | | **DisasterManagement** | **Elective** | **Y** | **-** | **-** | **-** | **3** | **4** | **25** | | **75** | **100** |
| **CourseObjectives** | | | | | | | | | | | | | |
| C1 | Tounderstandthebasicconceptsindisastermanagementandhowitimpactsthepersonallives | | | | | | | | | | | | |
| C2 | Toknow thedimensions andvarious types ofdisaster. | | | | | | | | | | | | |
| C3 | ToenhanceawarenessofDisasterRiskManagementinstitutionalprocessesinIndia. | | | | | | | | | | | | |
| C4 | Tobeawareofthedifferenttypesandcategories ofDisasters. | | | | | | | | | | | | |
| C5 | TounderstandthechallengesposedbyDisastersandtheroleofGovernment machinery | | | | | | | | | | | | |
| **UNIT** | **Content** | | | | | | | | | | | **No.ofHours** | |
| I | Disaster:Meaning,TypesandHistoricalsketchofDisasters–RiskandtheComponents–Dimensions ofDisaster –PhasesofDisaster | | | | | | | | | | | **4** | |
| II | Hazards: Definition - Types of hazards - Characteristic features,occurrence and impact of different types of hazards viz. naturalhazards(includinggeohazards)-Humaninducedhazards-  Environmentalhazards-Biohazards -HazardmapofIndia. | | | | | | | | | | | **4** | |
| III | Vulnerability:Definition-Typesofvulnerability–Physicalvulnerability–Socio-economicVulnerability-VulnerabilityrelatedtoGenderandAge-Rural&UrbanVulnerability-Vulnerability  analysiswithspecialreferencetoIndia. | | | | | | | | | | | **4** | |
| IV | PreparednessandActionProgrammes:Planning–Training–ProvidingEquipments–PublicAwareness–Education–Media–  FirstAidMedicaltreatment–Evacuation–TreatingtheHazard–TakingcareofFood,Water,Healthandotheremergencyservices | | | | | | | | | | | **4** | |
| V | RecoveryandManagement:CrisisManagement-Impactofdisasterondevelopment–RoleofGovernmentAgencies–NGOs–AcademicInstitutions–Financialinstitutions-MultilateralBodies  –People’sParticipation | | | | | | | | | | | **4** | |
|  | **Total** | | | | | | | | | | | **20** | |
|  | **CourseOutcome** | | | | | | | | | | | **ProgrammeOutcome** | |
| **CO** | **Oncompletionofthiscourse,studentswilllearn** | | | | | | | | | | |  | |
| 1 | Tobuildcapacitiesforinvestigatingtheoutbreakofdiseaseepidemics during and after disaster and to prevent environmentalhealthproblems. | | | | | | | | | | | PO1,PO2 | |
| 2 | Toenhancethe knowledgeandabilitiesinriskreductionstrategiestopreventmajorcausalities duringdisaster. | | | | | | | | | | PO3,PO4 | | |
| 3 | ToanalyzetherelationshipbetweenDevelopmentandDisasters. | | | | | | | | | | PO5,PO6 | | |
| 4 | ToprioritizeRescueandReliefoperationalmechanism. | | | | | | | | | | PO7,PO68 | | |
| 5 | Tocreateopportunitiestobuildskillstorespondtodisasters. | | | | | | | | | | PO9,PO10 | | |
|  | **TextBooks** | | | | | | | | | | | | |
| 1 | RajendraKumarPandey(2020),DisasterManagementinIndia,NewDelhi,SagePublications. | | | | | | | | | | | | |
| 2 | S.L.Goel(2007),DisasterAdministrationandManagement:TextandCaseStudies,NewDelhi, Deep &Deep Publications. | | | | | | | | | | | | |
| 3 | R.Nishith,A.K.Singh(2012),DisasterManagementinIndia:Perspectives,IssuesandStrategies, Lucknow, NewRoyalBook Company. | | | | | | | | | | | | |
| 4 | PradeepSahaniet.al.(ed.)(2002),DisasterMitigation:Experiences andReflections,New  Delhi,PrenticeHallofIndia. | | | | | | | | | | | | |
| 5 | AyazAhmad,DisasterManagementthroughtheNewMillennium,NewDelhi,AnmolPublications. | | | | | | | | | | | | |
|  | **ReferenceBooks** | | | | | | | | | | | | |
| 1 | DisasterManagementGuidelines,GOI–UNDPDisasterRiskReductionProgramme2009-2012. | | | | | | | | | | | | |
| 2 | BryantEdwards(2005),NaturalHazards,Cambridge,CambridgeUniversityPress,Cambridge. | | | | | | | | | | | | |
| 3 | Carter.W.Nick(1991),DisasterManagement;ADisasterManager’sHandbook,Manila,AsianDevelopmentBank. | | | | | | | | | | | | |
| 4 | Barrow.C.J.(1995),DevelopingtheEnvironment:ProblemsandManagement,Harlow,Longman. | | | | | | | | | | | | |
| 5 | Bhargava,Gopal(1992),EnvironmentalChallengesandEcologicalDisaster:GlobalPerspective, NewDelhi,MittalPublications. | | | | | | | | | | | | |
|  | **WebResources** | | | | | | | | | | | | |
| 1 | <https://nidm.gov.in/> | | | | | | | | | | | | |
| 2 | [https://www.researchgate.net/publication/275935187\_Digital\_Information\_Resources\_for](https://www.researchgate.net/publication/275935187_Digital_Information_Resources_for_Disaster_Management_of_Libraries_and_Information_Centres)  [\_Disaster\_Management\_of\_Libraries\_and\_Information\_Centres](https://www.researchgate.net/publication/275935187_Digital_Information_Resources_for_Disaster_Management_of_Libraries_and_Information_Centres) | | | | | | | | | | | | |
| 3 | <http://sdmassam.nic.in/pdf/publication/undp/disaster_management_in_india.pdf> | | | | | | | | | | | | |
| 4 | <https://ndma.gov.in/> | | | | | | | | | | | | |
| 5 | <https://www.unisdr.org/2005/mdgs-drr/national-reports/India-report.pdf> | | | | | | | | | | | | |

Mappingwith ProgrammeOutcome:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **PO1** | **PO2** | **PO3** | **PO4** | **PO5** | **PO6** | **PO7** | **PO8** | **PO9** | **PO10** |
| **CO1** | S | S | M | M | S | M | M | M | M | S |
| **CO2** | S | S | M | M | M | M | S | S | M | M |
| **CO3** | S | S | M | M | M | S | M | M | S | L |
| **CO4** | S | S | M | M | S | M | S | S | M | S |
| **CO5** | S | S | M | M | M | S | M | M | S | M |

S-Strong M-Medium L-Low

**CO-POMapping(CourseArticulationMatrix)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **CO/PO** | **PSO1** | **PSO2** | **PSO3** | **PSO4** | **PSO5** |
| **CO1** | 3 | 3 | 2 | 2 | 3 |
| **CO2** | 3 | 3 | 2 | 2 | 2 |
| **CO3** | 3 | 3 | 2 | 2 | 2 |
| **CO4** | 3 | 3 | 2 | 2 | 3 |
| **CO5** | 3 | 3 | 2 | 2 | 2 |
| **Weightage** | 15 | 15 | 10 | 10 | 12 |
| **WeightedpercentageofCourseContributionto**  **Pos** | 3.0 | 3.0 | 2.0 | 2.0 | 2.4 |

ADMINISTRATIVEBEHAVIOUR

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **CourseCode** | | **CourseName** | **Category** | **L** | **T** | **P** | **S** | **Credits** | **Inst.Hours** | **Marks** | | | |
| **CIA** | | **External** | **Total** |
|  | | **AdministrativeBehaviour** | **Elective** | **Y** | **-** | **-** | **-** | **3** | **4** | **25** | | **75** | **100** |
| **CourseObjectives** | | | | | | | | | | | | | |
| C1 | Toprovidetheoreticalunderstandingoftherationalbehaviorofpersonnelinanorganization | | | | | | | | | | | | |
| C2 | Toexaminethedecision–making,communicationandleadershipskills | | | | | | | | | | | | |
| C3 | Toreview theviewsoforganizationalbehavioraltheorists | | | | | | | | | | | | |
| C4 | Toexplainthedecisionmakingandexecutionofdecision processinadministration | | | | | | | | | | | | |
| C5 | Toauthenticatehowthefunctioningofadministrationisinfluencedbythebehaviorofthepersonnel | | | | | | | | | | | | |
| **UNIT** | **Content** | | | | | | | | | | **No.ofHours** | | |
| I | Decision-Making with Special Reference to H. Simon: Meaning -Simon’s Concept of Decision-Making, Bases or Factors, Simon’sBases of Decision-Making, Process or Stages, Simon’s Stages ofDecision Making, Programmed and Non- Programmed Decisions,Models. | | | | | | | | | | **4** | | |
| II | Communication:Significance–Definition–Types–Media-Theoretical Contributions - Henry Fayol, Chester Bernard, HerbertSimon,NorbertWeiner–Process–Channels-BarriersandProblems- ElementsorPrinciples. | | | | | | | | | | **4** | | |
| III | Control:Definition,Process,Techniques,TheoreticalContributions: Classical Thinkers -M P Follet -Behaviouralists -AmitaiEtzioni. | | | | | | | | | | **4** | | |
| IV | Leadership Theories: Meaning, Definition, Nature, Sources, Styles,Functions, Qualities, Theories: Trait Theory, Behavioural Theory,SituationalTheory. | | | | | | | | | | **4** | | |
| V | Theories of Motivation: Meaning, Definition, Theories: TraditionalTheory,Maslow’sHierarchyofNeeds,HerzbergTwoFactorTheory,MaslowVSHerzberg. | | | | | | | | | | **4** | | |
|  | **Total** | | | | | | | | | | **20** | | |
|  | **CourseOutcome** | | | | | | | | | | **ProgrammeOutcome** | | |

|  |  |  |
| --- | --- | --- |
| **CO** | **Oncompletionofthiscourse,studentswilllearn** |  |
| 1 | Toobtainknowledgeabouttheoreticalcontributionofprominentthinkers inthefieldof managementand administration | PO1,PO2 |
| 2 | Todeveloptheirinnateprofessional qualitiesbyunderstandingthekeyelementsofadministrativebehavior. | PO3,PO4 |
| 3 | Toevaluatetheideasonmanyadministrativebehavioraltheorists | PO5,PO6 |
| 4 | TodiscusstheimpactofmotivationaltheoriesofAbrahamMaslowandFrederickHerzbergonOrganizationalProcessestoday | PO7,PO68 |
| 5 | Toreviewtheviewsonleadershiptraitsinleadersinbureaucraticadministration | PO9,PO10 |
|  | **TextBooks** | |
| 1 | HerbertA.Simon(2013),AdministrativeBehavior:AStudyofDecision-MakingProcessesinAdministrativeOrganisation,FreePress. | |
| 2 | D.Prasad,V.S.PrasadandP.Satyanarayana(ed)(1995),AdministrativeThinkers,NewDelhi, Sterling Publishers. | |
| 3 | B.GuyPeters(2021),AdministrativeTraditions:UnderstandingtheRootsofContemporary  AdministrativeBehavior,OUP Oxford. | |
| 4 | SidneyMailick(2021),ConceptsandIssuesinAdministrativeBehavior,HASSELL  STREETPress. | |
| 5 | S.L.Goel(2008),AdministrativeandManagementThinkers(RelevanceinNew  Millennium),Deep&DeepPublications. | |
|  | **ReferenceBooks** | |
| 1 | AnthonyTillett,ThomasKemperandGordonWills(ed)(1970),ManagementThinkers,MiddleSex, Penguin Books. | |
| 2 | Wholey,JosephS.(2007),MonitoringPerformanceinthePublicSector:FuturedirectionsfromInternationalExperience, NewJersey,Transaction Publishers. | |
| 3 | HerbertG.HicksandRayC.Gutlet,Organizations:TheoryandBehaviour,NewYork,McGraw Hill. | |
| 4 | P.HerseayandK.H.Blanchard,Managementof OrganizationalBehaviour,NewDelhi. | |
| 5 | W.M.Newman,C.SummerandE.Warren,ManagementConcepts,Behaviour&Practice,Meerut,Edu. Publishers. | |
|  | **WebResources** | |
| 1 | <https://www.jeywin.com/wp-content/uploads/2010/03/Optional-Public-Administration-4-Administrative-Behaviour.pdf> | |
| 2 | [https://www.amazon.in/Forest-Ranger-Administrative-Behavior Resources/ dp/](https://www.amazon.in/Forest-Ranger-Administrative-Behavior%20Resources/%20dp/%200801803284)  [0801803284](https://www.amazon.in/Forest-Ranger-Administrative-Behavior%20Resources/%20dp/%200801803284) | |

|  |  |
| --- | --- |
| 3 | <https://www.library.illinois.edu/sshel/laboremployment/orgazinationaladmin/> |
| 4 | <https://www.researchgate.net/publication/341371173_Herbert_A_Simon_Administrative_Behavior_A_Study_of_Decision-making> |
| 5 | <https://onlinelibrary.wiley.com/journal/10991379> |

MappingwithProgrammeOutcome:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **PO1** | **PO2** | **PO3** | **PO4** | **PO5** | **PO6** | **PO7** | **PO8** | **PO9** | **PO10** |
| **CO1** | S | S | M | M | S | M | M | M | M | S |
| **CO2** | S | S | M | M | M | M | S | S | M | M |
| **CO3** | S | S | M | M | M | S | M | M | S | L |
| **CO4** | S | S | M | M | S | M | S | S | M | S |
| **CO5** | S | S | M | M | M | S | M | M | S | M |

S-Strong M-Medium L-Low

**CO-POMapping(CourseArticulationMatrix)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **CO/PO** | **PSO1** | **PSO2** | **PSO3** | **PSO4** | **PSO5** |
| **CO1** | 3 | 3 | 2 | 2 | 3 |
| **CO2** | 3 | 3 | 2 | 2 | 2 |
| **CO3** | 3 | 3 | 2 | 2 | 2 |
| **CO4** | 3 | 3 | 2 | 2 | 3 |
| **CO5** | 3 | 3 | 2 | 2 | 2 |
| **Weightage** | 15 | 15 | 10 | 10 | 12 |
| **Weighted percentage ofCourse Contribution toPos** | 3.0 | 3.0 | 2.0 | 2.0 | 2.4 |

PUBLICOPINIONANDSURVEYRESEARCH

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **CourseCode** | | **CourseName** | **Category** | **L** | **T** | **P** | **S** | **Credits** | **Inst.Hours** | **Marks** | | | |
| **CIA** | | **External** | **Total** |
|  | | **Public Opinionand SurveyResearch** | **SEC** | **Y** | **-** | **-** | **-** | **2** | **2** | **25** | | **75** | **100** |
| **CourseObjectives** | | | | | | | | | | | | | |
| C1 | Tointroducethestudentstothemethods,theoriesandcommoncorequestionsinpublicopinionresearch. | | | | | | | | | | | | |
| C2 | Toexplaintheoverviewofthestatisticalandsurveymethodsusedtocollectandanalyzepublicopinion data. | | | | | | | | | | | | |
| C3 | Tointroducetheconceptsandpracticesofpublicopinionpollsinthecontextofdemocracies,with specialreferenceto India | | | | | | | | | | | | |
| C4 | Tofamiliarizethestudentswiththeprinciplesandpracticeofsurveyresearchand  conceptualizingandmeasuringpublicopinionusingquantitativemethods. | | | | | | | | | | | | |
| C5 | Togivespecialattentiontodevelopingbasicskillspertainingtodatacollectionanditsanalysis | | | | | | | | | | | | |
| **UNIT** | **Content** | | | | | | | | | | **No.ofHours** | | |
| I | Definitionandcharacteristicsofpublicopinion,conceptionsandcharacteristics,Patterns, uses ofopinion poll | | | | | | | | | | **2** | | |
| II | MeasuringPublicOpinionwithSurveys:Representationandsampling-Sampledesign-Samplingerrorandnon‐response-Types  of sampling: Non random sampling (quota, purposive and snowballsampling);randomsampling:simpleandstratified | | | | | | | | | | **2** | | |
| III | SurveyResearch-Interviewing:Interviewtechniquespitfalls,differenttypesofandformsofinterview-Questionnaire:Question  wording;fairnessandclarity. | | | | | | | | | | **2** | | |
| IV | QuantitativeDataAnalysis-Introductiontoquantitativedata  analysis-Basicconcepts:correlationresearch,causationandprediction,descriptiveandinferentialStatistics | | | | | | | | | | **2** | | |
| V | Interpretingpolls-Predictioninpollingresearch:possibilitiesandpitfalls-Politicsofinterpreting polling | | | | | | | | | | **2** | | |
|  | **Total** | | | | | | | | | | **10** | | |
|  | **CourseOutcome** | | | | | | | | | | **ProgrammeOutcome** | | |
| **CO** | **Oncompletionofthiscourse,studentswilllearn** | | | | | | | | | |  | | |
| 1 | Tosubstantiatetheimportanceofpublicopinioninademocracy | | | | | | | | | | PO1,PO2 | | |
| 2 | Tolearnaboutthemethodsusedforconductingsurveysandinterpretingsurvey data | | | | | | | | | | PO3,PO4 | | |

|  |  |  |
| --- | --- | --- |
| 3 | To acquire basic skill sets related to understanding public opinionformation and conducting research through the use of sample date,framingaquestionnaire, etc. | PO5,PO6 |
| 4 | Toexplore thecentral theoriesandselectedkeythemesinthefields of publicopinion | PO7,PO68 |
| 5 | Tointroducestudentstothepracticeofsurveyresearch | PO9,PO10 |
|  | **TextBooks** | |
| 1 | S.KumarandP.Rai(2013),MeasuringVotingBehaviourinIndia–Chapter-1,NewDelhi, SagePublications. | |
| 2 | R.EriksonandK.Tedin(2011),AmericanPublicOpinion(8thedition),NewYork,PearsonLongmanPublishers. | |
| 3 | A.AgrestiandB.Finlay(2009),StatisticalMethodsfortheSocialSciences(4thedition),  Uppersaddleriver,NJ:Pearson‐PrenticeHall. | |
| 4 | MichaelWTraugott,WolfgangDonsbach(2007),TheSAGEHandbookofPublicOpinionResearch,SAGEPublications. | |
| 5 | Kini,N.G.S.,TheCityVoterinIndia,AbinavPublications,NewDelhi,1974. | |
|  | **ReferenceBooks** | |
| 1 | G.Gallup(1948),AGuidetoPublicOpinionPolls,Princeton,PrincetonUniversityPress. | |
| 2 | G.Kalton(1983),IntroductiontoSurveySampling,BeverlyHills,SagePublications. | |
| 3 | AdamJ.Berinsky(2015),NewDirectionsinPublicOpinion,Taylor&Francis. | |
| 4 | PaulM.Sniderman,WillemE.Saris(2018),StudiesinPublicOpinion:Attitudes,Non-attitudes,MeasurementError, andChange, PrincetonUniversity Press. | |
| 5 | LiorGideon(2012),HandbookofSurveyMethodologyfortheSocialSciences,Springer  NewYork. | |
|  | **WebResources** | |
| 1 | <https://guides.library.cornell.edu/polling_survey_onlinem> | |
| 2 | <https://researchguides.library.tufts.edu/publicopinion/websites> | |
| 3 | <https://libguides.princeton.edu/politics/opinion/international> | |
| 4 | <https://libraryguides.lehigh.edu/publicopinion> | |
| 5 | <https://guides.nyu.edu/polisci/public-opinion-data> | |

MappingwithProgrammeOutcome:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **PO1** | **PO2** | **PO3** | **PO4** | **PO5** | **PO6** | **PO7** | **PO8** | **PO9** | **PO10** |
| **CO1** | S | S | M | M | S | M | M | M | M | S |
| **CO2** | S | S | M | M | M | M | S | S | M | M |
| **CO3** | S | S | M | M | M | S | M | M | S | L |
| **CO4** | S | S | M | M | S | M | S | S | M | S |
| **CO5** | S | S | M | M | M | S | M | M | S | M |

S-Strong M-Medium L-Low

CO-POMapping(CourseArticulationMatrix)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **CO/PO** | **PSO1** | **PSO2** | **PSO3** | **PSO4** | **PSO5** |
| **CO1** | 3 | 3 | 2 | 2 | 3 |
| **CO2** | 3 | 3 | 2 | 2 | 2 |
| **CO3** | 3 | 3 | 2 | 2 | 2 |
| **CO4** | 3 | 3 | 2 | 2 | 3 |
| **CO5** | 3 | 3 | 2 | 2 | 2 |
| **Weightage** | 15 | 15 | 10 | 10 | 12 |
| **WeightedpercentageofCourseContributiontoPos** | 3.0 | 3.0 | 2.0 | 2.0 | 2.4 |

CIVICENGAGEMENTININDIA

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **CourseCode** | | **CourseName** | **Category** | **L** | **T** | **P** | **S** | **Credits** | **Inst.Hours** | **Marks** | | | |
| **CIA** | | **External** | **Total** |
|  | | **CivicEngagementinIndia** | **AECC** | **Y** | **-** | **-** | **-** | **2** | **2** | **25** | | **75** | **100** |
| **CourseObjectives** | | | | | | | | | | | | | |
| C1 | Toexplorewhyactivecitizenshipiscentraltoimprovetheoutcome ofdemocracy | | | | | | | | | | | | |
| C2 | Toreflectonthedutiesofaresponsiblecitizen | | | | | | | | | | | | |
| C3 | Toexaminetheactionsthattheycantakeintheirdailylivestocreateamoreprogressiveandresponsivesociety | | | | | | | | | | | | |
| C4 | Toenablethe conceptual/structuralorganizationofsocieties | | | | | | | | | | | | |
| C5 | Toapplydisciplinespecificapproachesandtheoriestocivicengagement/community-basedexperiences. | | | | | | | | | | | | |
| **UNIT** | **Content** | | | | | | | | | | **No.ofHours** | | |
| I | Introduction:MeaningofCivicEngagement–MainIdeasAssociatedwithCivicEngagement –NeedforCivicEngagement | | | | | | | | | | **2** | | |
| II | CivicEngagementinIndia:HistoricalcontextofdemocraticcitizenshipinIndia-Differentnotionsofdemocracy andits  influenceonideasofengagement –LimitstoEngagement | | | | | | | | | | **2** | | |
| III | Individuals and Associations in Civic Life: Student Engagement inCommunity – Civic, Political and Philanthropy – Bureaucracies inAction - Trust, Cynicism, Apathy, Self - Efficacy and PoliticalKnowledgein Youth | | | | | | | | | | **2** | | |
| IV | ValueAspects–3differentperspectives-Individualcitizens-A  communityorneighborhood-Policyoriginators(localleadersand/orlocalgovernment) -PoliticalSocialization -ProtestPolitics | | | | | | | | | | **2** | | |
| V | Growing Civic Citizens - Developing Social Capital in Civil andPolitical Society - Representation and Advocacy - Deliberation andDecision-MakinginPolicyMaking-YouthAdvocacyand  Philanthropy | | | | | | | | | | **2** | | |
|  | **Total** | | | | | | | | | | **10** | | |
|  | **CourseOutcome** | | | | | | | | | | **ProgrammeOutcome** | | |
| **CO** | **Oncompletionofthiscourse,studentswilllearn** | | | | | | | | | |  | | |
| 1 | To realize why the engagement processisvalued ina democraticsocietypracticed atthelocallevel | | | | | | | | | | PO1,PO2 | | |
| 2 | Tofollowthemethodologyofcivicengagementpracticedasdeliberativediscourse,oftenreferredtoasdeliberativedemocracy. | | | | | | | | | | PO3,PO4 | | |

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| --- | --- | --- |
| 3 | Toexplorecivicengagementinacommunityandneighbourhoodenvironment | PO5,PO6 |
| 4 | Toanalysecivicengagementwhichformsthebasisfortackling  communitytension | PO7,PO68 |
| 5 | Tobeengagedasindividualsandincommunitieswithregardstopowerand privilegeas citizen in democracy. | PO9,PO10 |
|  | **TextBooks** | |
| 1 | Acharya,Ashok,(2012),CitizenshipinaGlobalizingWorld,New Delhi,Pearson. | |
| 2 | SusheelChhabra(2020),CivicEngagementinSocialandPoliticalConstructs,IGIGlobal. | |
| 3 | InformationResourcesManagementAssociation(2019),CivicEngagementandPolitics:Concepts,Methodologies, Tools,and Applications, IGIGlobal. | |
| 4 | AroonManoharan,MarcHolzer(2012),E-governanceandCivicEngagement:Factorsand  DeterminantsofE-democracy,InformationScience Reference. | |
| 5 | MuditKumarSingh(2022),CommunityParticipationandCivicEngagementintheDigitalEra:Localizing SustainableDevelopment, EmeraldPublishing Limited. | |
|  | **ReferenceBooks** | |
| 1 | GabrielAbrahamAlmond,SidneyVerba(2015),TheCivicCulture:PoliticalAttitudesandDemocracyin FiveNations,Princeton University Press. | |
| 2 | SusheelChhabra(2018),HandbookofResearchonCivicEngagementandSocialChangeinContemporary Society, IGIGlobal. | |
| 3 | CatherineBroom(2016),YouthCivicEngagementinaGlobalizedWorld:CitizenshipEducationin ComparativePerspective,PalgraveMacmillan US. | |
| 4 | S.MarkPancer(2015),ThePsychologyofCitizenshipandCivicEngagement,OxfordUniversityPress. | |
| 5 | MarcoAdria(2019),UsingNewMediaforCitizenEngagementandParticipation,IGI  Global. | |
|  | **WebResources** | |
| 1 | <https://www.worldbank.org/en/topic/citizen-engagement> | |
| 2 | <https://youth.gov/youth-topics/civic-engagement-and-volunteering> | |
| 3 | <https://www.researchgate.net/publication/339664718_Platform_for_Citizen_Engagement_for_Good_Governance_in_India_A_Case_Study_of_MyGovin> | |
| 4 | <https://accountabilityindia.in/blog/enhancing-civic-participation-in-india/> | |
| 5 | <https://www.meity.gov.in/sites/upload_files/dit/files/Approved_Framework_for_Citizen_Engagement_in_NeGP.pdf> | |

MappingwithProgrammeOutcome:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **PO1** | **PO2** | **PO3** | **PO4** | **PO5** | **PO6** | **PO7** | **PO8** | **PO9** | **PO10** |
| **CO1** | S | S | M | M | S | M | M | M | M | S |
| **CO2** | S | S | M | M | M | M | S | S | M | M |
| **CO3** | S | S | M | M | M | S | M | M | S | L |
| **CO4** | S | S | M | M | S | M | S | S | M | S |
| **CO5** | S | S | M | M | M | S | M | M | S | M |

S-Strong M-Medium L-Low

CO-POMapping(CourseArticulationMatrix)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **CO/PO** | **PSO1** | **PSO2** | **PSO3** | **PSO4** | **PSO5** |
| **CO1** | 3 | 3 | 2 | 2 | 3 |
| **CO2** | 3 | 3 | 2 | 2 | 2 |
| **CO3** | 3 | 3 | 2 | 2 | 2 |
| **CO4** | 3 | 3 | 2 | 2 | 3 |
| **CO5** | 3 | 3 | 2 | 2 | 2 |
| **Weightage** | 15 | 15 | 10 | 10 | 12 |
| **Weighted percentage ofCourse Contribution toPos** | 3.0 | 3.0 | 2.0 | 2.0 | 2.4 |

SEMESTERIII

TECHNOLOGYANDPUBLICADMINISTRATION

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **CourseCode** | | **CourseName** | **Category** | **L** | **T** | **P** | **S** | **Credits** | **Inst.Hours** | **Marks** | | | |
| **CIA** | | **External** | **Total** |
|  | | **Technologyand PublicAdministration** | **Core** | **Y** | **-** | **-** | **-** | **4** | **6** | **25** | | **75** | **100** |
| **CourseObjectives** | | | | | | | | | | | | | |
| C1 | ToeducatethestudentsabouttheroleofICTinfacilitatingadministrationandcitizenservices. | | | | | | | | | | | | |
| C2 | Toknowthesignificanceoftechnologyinenhancingtheeffectivenessofpublicadministration. | | | | | | | | | | | | |
| C3 | Todemonstratetheuseof various tools oftechnology | | | | | | | | | | | | |
| C4 | Tobridgethegapbetween publicadministrationtheory,researchandpractice | | | | | | | | | | | | |
| C5 | Toexaminehowthe‘EEE’ismadepossiblethroughtechnology | | | | | | | | | | | | |
| **UNIT** | **Content** | | | | | | | | | | **No.ofHours** | | |
| I | Meaning, Nature and Significance of Information in Government –InformationTechnologyandgovernance–ApproachestoInformationTechnology-E-GovernanceasaChangemanagement  tool–ChallengesinInformationTechnologySector | | | | | | | | | | **6** | | |
| II | Traditionalbureaucracy–Disadvantages–NeedforReforms–TransparencyandAccountability–CitizenFriendlyAdministration  – Citizen Charter – MIS Information and communicationTechnology | | | | | | | | | | **6** | | |
| III | NationalandStatelevelInformationTechnologyPolicy–National  InformaticsCentre–DeliveryofPublicServicesthroughe-programs–Licensing –Taxadministration –E-Kiosks | | | | | | | | | | **6** | | |
| IV | Identitycards–PayrollSystem–GISandLocalPlanning–E-Panchayats –Taxreforms-Teleconference–ITBasedProjects | | | | | | | | | | **6** | | |
| V | LawrelatingtoInformationTechnology-BehaviouralchangeinPublicPersonnelSystem–Training–People’sParticipationin  administration–ChangeOrientedAdministrativeSystem–RecentTrends andIssuesinInformationTechnology Sector | | | | | | | | | | **6** | | |
|  | **Total** | | | | | | | | | | **30** | | |

|  |  |  |  |
| --- | --- | --- | --- |
|  | **CourseOutcome** | | **ProgrammeOutcome** |
| **CO** | **Oncompletionofthiscourse,studentswilllearn** | |  |
| 1 | TopromotestudentcommitmenttouseofICTingovernmentpolicies | PO1,PO2 | |
| 2 | Togaugethe nuancesofmoderntechnologyanditssignificance inadministration | PO3,PO4 | |
| 3 | Toevaluatehowtechnologycanenhancethedemocraticprocessofdecisionmaking | PO5,PO6 | |
| 4 | Todeveloppracticalunderstandingonhowapplicationoftechonologyensures accountbailityinpublicservice | PO7,PO68 | |
| 5 | Toanalysetheprocessofnetworkingamongstvariouslevelsofgovernmentorganisations | PO9,PO10 | |
|  | **TextBooks** | | |
| 1 | RajivShukla(2000),InformationTechnologyinNextMillennium,NewDelhi,D.K.Publishers. | | |
| 2 | S.L.Sah(1999),InformationTechnology,NewDelhi,CujanPublishingHouse. | | |
| 3 | SubhashBhatnagar(2004),E-Government,NewDelhi,SagePublications. | | |
| 4 | KiranBediandothers(2001),GovernmentandNetinNewGovernanceOpportunitiesforIndia,NewDelhi,SagePublications. | | |
| 5 | P.Paneervel(2005),E-Governance:AChangeManagementTool,Jaipur,Rawat  Publications. | | |
|  | **ReferenceBooks** | | |
| 1 | AgarwalaK.N., ITandE-GovernanceinIndia,NewDelhi,MacmillanIndiaLimited. | | |
| 2 | Hecks.R.(1999),Re-InventingGovernmentintheInformationAge,NewYork,Routledge. | | |
| 3 | ChristopherG.Reddick(2011),PublicAdministrationandInformationTechnology,Canada,Jonesand BartlettLearning. | | |
| 4 | G.DavidGarson(1999),InformationTechnologyandComputerApplicationsinPublicAdministration:Issuesand Trends, IdeaGroup Pub. | | |
| 5 | DavidGreisler,RonaldJ.Stupak(2006),HandbookofTechnologyManagementinPublicAdministration,Taylor &Francis. | | |
|  | **WebResources** | | |
| 1 | <http://ignited.in/I/a/210968> | | |
| 2 | <https://egyankosh.ac.in/bitstream/123456789/25877/1/Unit-4.pdf> | | |

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| --- | --- |
| 3 | <http://egyankosh.ac.in/bitstream/123456789/25666/1/Unit-6.pdf> |
| 4 | <https://www.igi-global.com/journal/international-journal-public-administration-digital/70583> |
| 5 | [https://aiu.edu/publications/student/english/Study%20of%20Information%20Technology](https://aiu.edu/publications/student/english/Study%20of%20Information%20Technology%20Impacts%20on%20Public%20Administration%20Performance.htm)  [%20Impacts%20on%20Public%20Administration%20Performance.htm](https://aiu.edu/publications/student/english/Study%20of%20Information%20Technology%20Impacts%20on%20Public%20Administration%20Performance.htm) |

MappingwithProgrammeOutcome:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **PO1** | **PO2** | **PO3** | **PO4** | **PO5** | **PO6** | **PO7** | **PO8** | **PO9** | **PO10** |
| **CO1** | S | S | M | M | S | M | M | M | M | S |
| **CO2** | S | S | M | M | M | M | S | S | M | M |
| **CO3** | S | S | M | M | M | S | M | M | S | L |
| **CO4** | S | S | M | M | S | M | S | S | M | S |
| **CO5** | S | S | M | M | M | S | M | M | S | M |

S-Strong M-Medium L-LowCO-POMapping(CourseArticulation Matrix)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **CO/PO** | **PSO1** | **PSO2** | **PSO3** | **PSO4** | **PSO5** |
| **CO1** | 3 | 3 | 2 | 2 | 3 |
| **CO2** | 3 | 3 | 2 | 2 | 2 |
| **CO3** | 3 | 3 | 2 | 2 | 2 |
| **CO4** | 3 | 3 | 2 | 2 | 3 |
| **CO5** | 3 | 3 | 2 | 2 | 2 |
| **Weightage** | 15 | 15 | 10 | 10 | 12 |
| **Weightedpercentageof**  **CourseContributiontoPos** | 3.0 | 3.0 | 2.0 | 2.0 | 2.4 |

ADMINISTRATIVELAW

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **CourseCode** | | **CourseName** | **Category** | **L** | **T** | **P** | **S** | **Credits** | **Inst.Hours** | **Marks** | | | |
| **CIA** | | **External** | **Total** |
|  | | **AdministrativeLaw** | **Core** | **Y** | **-** | **-** | **-** | **4** | **6** | **25** | | **75** | **100** |
| **CourseObjectives** | | | | | | | | | | | | | |
| 1 | Todemonstratetheimportanceoftheconceptsandprinciplesofadministrativelaw | | | | | | | | | | | | |
| 2 | Togainadvancedskills instatutoryinterpretationandinanalysingcaselaws | | | | | | | | | | | | |
| 3 | Toenhancetheabilitytoapplylegalreasoningandstatutoryinterpretation | | | | | | | | | | | | |
| 4 | Todevelopcriticalunderstandingofthevaluesofadministrativelaw,andoftheavenuestoseekreviewof decisionsmadebygovernmentbodies. | | | | | | | | | | | | |
| 5 | Toreviewtheambiguitiesinadministrativelaw,currentissuesinadministrativelaw,and  thecontextsinwhichadministrativelawmayberelevant. | | | | | | | | | | | | |
| **UNIT** | **Content** | | | | | | | | | | **No.ofHours** | | |
| I | Nature&DefinitionofAdministrativeLaw-RuleofLaw&AdministrativeLaw-SeparationofPowers&itsrelevance-RelationshipbetweenConstitutionalLaw &AdministrativeLaw | | | | | | | | | | **6** | | |
| II | Meaning&NeedofDelegatedLegislation,TypesofDelegated  Legislation,Constitutionality ofDelegatedLegislation, Delegatus-NonPotestDelegare,Sub-Delegation&ConditionalLegislation | | | | | | | | | | **6** | | |
| III | ParliamentaryControl,ProceduralControl,JudicialControl,JudicialcontrolatthestageofDelegationofAdministrativeDiscretion,JudicialcontrolatthestageofExerciseof  Administrative-Discretion,AbuseofDiscretion | | | | | | | | | | **6** | | |
| IV | Non Application of Mind, General Limitations, Locus Standi, ExTurpiCausaNonOriturActio,AlternateAdequateRemedy,Laches,Res Judicata,Ombudsmen,Lokpal&Lokayukta | | | | | | | | | | **6** | | |
| V | Needs&ProblemsofAdministrativeAdjudication,AdministrativeTribunals,RulesofNaturalJustice,RulesagainstBias,RulesofFair  Hearing (Audi Alteram Partem), Post Decisional Hearing,Exceptions to theRules of NaturalJustice | | | | | | | | | | **6** | | |
|  | **Total** | | | | | | | | | | **30** | | |
|  | **CourseOutcome** | | | | | | | | | | **ProgrammeOutcome** | | |
| **CO** | **Oncompletionofthiscourse,studentswilllearn** | | | | | | | | | |  | | |
| 1 | Torecallthemeaningofadministrativeandconstitutionallaw | | | | | | | | | | **PO1,PO2** | | |

|  |  |  |
| --- | --- | --- |
| 2 | Tocompareandcontrasttheconceptsofdelegatedlegislation andsubordinatelegislation | **PO3,PO4** |
| 3 | Toillustratetheprinciplesofnaturaljusticeandanalysethe  variousadministrativeauthorities | **PO5,PO6** |
| 4 | To examine the various constitutional and non-constitutionalbodies in administrativelaw | **PO7,PO68** |
| 5 | Toconstruct theimportanceofPIL,it’sjurisdictionandremediesavailablein administrativelaw of India | **PO9,PO10** |
|  | **TextBooks** | |
| 1 | D.P. Mittal (2017), Principles of Constitutional & Administrative Law, Kolkata, BookCorporationBoard. | |
| 2 | Massey.I.P.(2012),AdministrativeLaw(8thEd.),NewDelhi,EasternBookCompany. | |
| 3 | KesariU.P.D.(2004),AdministrativeLaw,Allahabad,Central LawPublications. | |
| 4 | KailashRai(2000),AdministrativeLaw,Faridabad,AllahabadLawAgency. | |
| 5 | S.P.Sathe(2010),AdministrativeLaw,Nagpur,Lexis Nexis. | |
|  | **ReferenceBooks** | |
| 1 | A.W.Bradley,K.D.Ewing,ChristopherKnight(2018),ConstitutionalandAdministrativeLaw,Pearson Education. | |
| 2 | MangalChandraJainKagzi,MadhusudanSaharay(2014),TheIndianAdministrativeLaw,UniversalLawPublishing Company. | |
| 3 | Wade&C.F.Forsyth(2009),AdministrativeLaw,Oxford,Oxford UniversityPress. | |
| 4 | P.IshwarBhatt(2008),LawandSocialTransformation,Lucknow,EasternBookCompany. | |
| 5 | P.Jain&S.NJain(2013),Principles ofAdministrativeLaw,Nagpur,LexisNexis. | |
|  | **WebResources** | |
| 1 | <https://www.legalserviceindia.com/legal/article-3776-development-of-administrative-law-in-india.html> | |
| 2 | <https://www.india.gov.in/topics/law-justice> | |
| 3 | <http://www.legalservicesindia.com/article/643/Administrative-law.html> | |
| 4 | <https://www.lexisnexis.com/documents/pdf/20090218103837_large.pdf> | |
| 5 | <https://www.academia.edu/5498367/Administrative_Law_in_India> | |

MappingwithProgrammeOutcome:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **PO1** | **PO2** | **PO3** | **PO4** | **PO5** | **PO6** | **PO7** | **PO8** | **PO9** | **PO10** |
| **CO1** | S | S | M | M | S | M | M | M | M | S |
| **CO2** | S | S | M | M | M | M | S | S | M | M |
| **CO3** | S | S | M | M | M | S | M | M | S | L |
| **CO4** | S | S | M | M | S | M | S | S | M | S |
| **CO5** | S | S | M | M | M | S | M | M | S | M |

S-Strong M-Medium L-LowCO-POMapping(CourseArticulation Matrix)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **CO/PO** | **PSO1** | **PSO2** | **PSO3** | **PSO4** | **PSO5** |
| **CO1** | 3 | 3 | 2 | 2 | 3 |
| **CO2** | 3 | 3 | 2 | 2 | 2 |
| **CO3** | 3 | 3 | 2 | 2 | 2 |
| **CO4** | 3 | 3 | 2 | 2 | 3 |
| **CO5** | 3 | 3 | 2 | 2 | 2 |
| **Weightage** | 15 | 15 | 10 | 10 | 12 |
| **Weightedpercentageof**  **CourseContributiontoPos** | 3.0 | 3.0 | 2.0 | 2.0 | 2.4 |

LOCALGOVERNANCEININDIA

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **CourseCode** | | **CourseName** | **Category** | **L** | **T** | **P** | **S** | **Credits** | **Inst.Hours** | **Marks** | | | |
| **CIA** | | **External** | **Total** |
|  | | **LocalGovernance inIndia** | **Core** | **Y** | **-** | **-** | **-** | **4** | **6** | **25** | | **75** | **100** |
| **CourseObjectives** | | | | | | | | | | | | | |
| 1 | TocriticallyexaminetheconceptsofDemocraticDecentralization | | | | | | | | | | | | |
| 2 | TotracetheevolutionoflocaladministrationinIndia | | | | | | | | | | | | |
| 3 | Toknowthesalientfeatures andprovisions ofConstitutionalAmendmentActs | | | | | | | | | | | | |
| 4 | TocomprehendtheinstitutionalmechanismandprocessofRuralandUrbangovernance | | | | | | | | | | | | |
| 5 | Toreviewtheeffectivenessofservicedeliverymechanisminlocalgovernance | | | | | | | | | | | | |
| **UNIT** | **Content** | | | | | | | | | | **No.ofHours** | | |
| I | Meaning, Nature, Scope and Significance of Local Government –Historical Background and Evolution of Local Self Government inIndia – Ancient – Mughal – British Legacy – Resolutions of LordMayoand Lord Ripon. | | | | | | | | | | **6** | | |
| II | LocalAdministrationinBritishIndia–RoyalCommissiononDecentralization–GovernmentofIndiaAct1909,1919and1935 –Indian Independence Act 1947 – Mahatma Gandhi’s Concept ofLocalGovernment– ConstitutionalProvisions–CDP-NES | | | | | | | | | | **6** | | |
| III | Balwant Rai Mehta Committee, 1957 – Ashok Mehta Committee,1978–G.V.K.RaoCommittee–L.M.SinghviCommittee–SalientFeaturesof73rdConstitutionalAmendmentActComposition,PowersandFunctionsofGramSabha–GramPanchayat–  PanchayatUnion–ZillaParishad–DistrictPlanningCommittee | | | | | | | | | | **6** | | |
| IV | SalientFeaturesof74thConstitutionalAmendmentAct-Emergence of various types of Urban Local Bodies – Composition,PowersandFunctionsofTownPanchayat–Municipalities–Municipal Corporation–StandingCommittees-WardCommittees  –RoleofExecutivesandElectedRepresentatives | | | | | | | | | | **6** | | |
| V | StatutoryBodies–StateElectionCommission–StateFinanceCommission–MobilizationofResources–CitizensCharter–SocialAudit-LocalBodiesOmbudsman–ControloverLocal  Bodies –E–servicedeliverymechanism | | | | | | | | | | **6** | | |
|  | **Total** | | | | | | | | | | **30** | | |

|  |  |  |
| --- | --- | --- |
|  | **CourseOutcome** | **ProgrammeOutcome** |
| **CO** | **Oncompletionofthiscourse,studentswilllearn** |  |
| 1 | ToanalyzetheconceptsanddimensionsoflocalgovernanceinIndia | PO1,PO2 |
| 2 | To review and observe the historyandgrowthoflocaladministrationfromAncientto thepresent | PO3,PO4 |
| 3 | TodescribetheadministrativeandpoliticalframeworkofRuraland  Urbanlocalinstitutions | PO5,PO6 |
| 4 | Toevaluatetherelationshipoflocalgovernanceand developmentalprocess | PO7,PO68 |
| 5 | Toappreciatethestatusofstakeholdersparticipationinthedecisionmakingprocess | PO9,PO10 |
|  | **TextBooks** | |
| 1 | Bidyutchakrabarty,RajendraKumarPandey(2018),LocalGovernmentinIndia,NewDelhi,SagePublications. | |
| 2 | Maheswari,S.R.(2013),Local GovernmentinIndia,Agra,LaksmiNarainAgarwal. | |
| 3 | Raghunandanan,T.R.(2012),DecentralizationandLocalGovernments:TheIndianExperience, NewDelhi,OrientBlack Swan. | |
| 4 | HoshiarSinghandPankajSingh(2011),IndianAdministration,NewDelhi,PearsonEducation. | |
| 5 | G.Palanithurai(2004),DynamicsofNewPanchayatiRajSysteminIndia,NewDelhi,  ConceptPublishingCompany. | |
|  | **ReferenceBooks** | |
| 1 | G.Palanithurai(2014),GovernanceIssuesinIndia,NewDelhi,ConceptPublishingCompany. | |
| 2 | P.S.N.Rao(2006),UrbanGovernanceandManagement, NewDelhi,KanishkaPublishers. | |
| 3 | Sachdeva,Pradeep(1993),UrbanLocalGovernmentandAdministrationinIndia,Allahabad,Kitab Mahal. | |
| 4 | SahibSingh(1992),LocalGovernmentinIndia,Jalandhar,New AcademicPublications. | |
| 5 | VenkatarawNiruHazaika.V(1995),LocalGovernment,NewDelhi,S.ChandCompanyPvt.,Ltd. | |
|  | **WebResources** | |
| 1 | <https://www.researchgate.net/publication/342979067_Genesis_of_Local_Government_Institutions_in_India> | |
| 2 | <https://www.igi-global.com/chapter/local-government-in-india/157521> | |
| 3 | <https://www.tandfonline.com/doi/full/10.1080/07352166.2016.1271614> | |
| 4 | <https://www.routledge.com/Decentralization-Local-Governance-and-Social-Wellbeing-in-India-Do-Local/Mullen/p/book/9781138086449> | |
| 5 | <https://www.academia.edu/14071868/Local_Governance_in_India> | |

MappingwithProgrammeOutcome:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **PO1** | **PO2** | **PO3** | **PO4** | **PO5** | **PO6** | **PO7** | **PO8** | **PO9** | **PO10** |
| **CO1** | S | S | M | M | S | M | M | M | M | S |
| **CO2** | S | S | M | M | M | M | S | S | M | M |
| **CO3** | S | S | M | M | M | S | M | M | S | L |
| **CO4** | S | S | M | M | S | M | S | S | M | S |
| **CO5** | S | S | M | M | M | S | M | M | S | M |

S-Strong M-Medium L-LowCO-POMapping(CourseArticulation Matrix)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **CO/PO** | **PSO1** | **PSO2** | **PSO3** | **PSO4** | **PSO5** |
| **CO1** | 3 | 3 | 2 | 2 | 3 |
| **CO2** | 3 | 3 | 2 | 2 | 2 |
| **CO3** | 3 | 3 | 2 | 2 | 2 |
| **CO4** | 3 | 3 | 2 | 2 | 3 |
| **CO5** | 3 | 3 | 2 | 2 | 2 |
| **Weightage** | 15 | 15 | 10 | 10 | 12 |
| **Weightedpercentageof**  **CourseContributiontoPos** | 3.0 | 3.0 | 2.0 | 2.0 | 2.4 |

SOCIALAUDITINGININDIA

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Coursecode** | | **CourseName** | **Category** | **L** | **T** | **P** | **S** | **Credits** | **Inst.Hours** | **Marks** | | | |
| **CIA** | | **External** | **Total** |
|  | | **SocialAuditingin India** | **Elective** | **Y** | **-** | **-** | **-** | **3** | **4** | **25** | | **75** | **100** |
| **CourseObjectives** | | | | | | | | | | | | | |
| C1 | TocreateawarenessaboutsocialauditinginIndia | | | | | | | | | | | | |
| C2 | Toassessthephysicalandfinancialgapsbetweenneedsandresourcesavailableforlocaldevelopment. | | | | | | | | | | | | |
| C3 | ToanalyzethesocialAuditProcess andIssues. | | | | | | | | | | | | |
| 4 | Toenumerate thechallengesandissuesinconductingSocialAudit. | | | | | | | | | | | | |
| C5 | Toknow theInnovativePractices inSocialAudit | | | | | | | | | | | | |
| **UNIT** | **Content** | | | | | | | | | | **No.ofHours** | | |
| I | Meaning, Nature and scope and Origin of Social Audit in India -TypesofAudit-Financial,SocialandOperationalAudit–RoleandSignificance. | | | | | | | | | | **4** | | |
| II | SocialAuditingProcess–StagesinthePublicPolicyCycle–ImpactofSocialAuditon SocialPolicy. | | | | | | | | | | **4** | | |
| III | Social Audit – Indian Scenario – Schemes of various States underSocial Audit Civil Society Participation – Social Audit and RTI –InadequateSupport | | | | | | | | | | **4** | | |
| IV | SocialAuditLaw–PublicServicesSocialAuditAct–2017–SocialAuditCouncil– Stakeholders– Challenges of SocialAudit. | | | | | | | | | | **4** | | |
| V | Social Audit Process -Evaluation – Innovative Practices – CitizenReport Cards, Public Expenditure and Tracking Surveys ( PTE'S)-CitizenCharter–IntegrityParts–SocialMediaInitiatives–MechanismofAccountability-TransparencyandDemocraticGovernance. | | | | | | | | | | **4** | | |
|  | **Total** | | | | | | | | | | **20** | | |
|  | **CourseOutcome** | | | | | | | | | | **ProgrammeOutcome** | | |
| **CO** | **Oncompletionofthiscourse,studentswilllearn** | | | | | | | | | |  | | |

|  |  |  |
| --- | --- | --- |
| 1 | ToappreciatetheroleandsignificanceofSocialAuditinthecurrentscenario. | PO1,PO2 |
| 2 | Todescribetheeffectsofsocialauditindemocraticgovernance. | PO3,PO4 |
| 3 | ToanalysevariousPolicydecisionskeepinginviewstakeholdersneeds. | PO5,PO6 |
| 4 | ToillustratetheextentofefficacyandeffectivenessofSocialWelfareProgrammesfor citizens. | PO7,PO68 |
| 5 | TocompareandcontrasttheMechanismofAccountabilityand  Transparencyand toStrengthendemocraticGovernance. | PO9,PO10 |
|  | **TextBooks** | |
| 1 | MiaMahmudurRahim,SamuelO.Idowu(2015),SocialAuditRegulation:Development,Challenges and Opportunities,Springer InternationalPublishing. | |
| 2 | CarolynJ.Cordery,DavidC.Hay(2020), PublicSectorAudit,Taylor&Francis. | |
| 3 | A.K.Shrivastava(2003),EnvironmentAuditing,NewDelhi,APHPublishingCorporation. | |
| 4 | Dr.NaziaSultana(2021),PrinciplesandPracticeofAuditing,NewDelhi,WalnutPublications. | |
| 5 | S.SivaRaju(2017),CorporateSocialResponsibilityinIndia:SomeEmpiricalEvidence,SpringerSingapore. | |
|  | **ReferenceBooks** | |
| 1 | Mathew,G.(Ed.).(2013),SocialAuditStatusofPanchayatiRajintheStatesandUnionTerritories of India,NewDelhi,ConceptPublishingCompany. | |
| 2 | MukkamalaVivekananda,S.Sreedharan,MalavikaBelavangala(2012),SocialAuditofPublicServiceDelivery inKarnataka, PublicAffairsCentre | |
| 3 | JohnPearce(1996),SocialAuditingforSmallOrganizations:AWorkbookforTrainersandPractitioners,NewEconomicsFoundation. | |
| 4 | WallySmieliauskas,MinleiYe,PingZhang(2020),AuditingandSociety:ResearchonAuditPracticeand Regulations,Taylor&Francis. | |
| 5 | DavidHay,MarleenWillekens,W.RobertKnechel(eds)(2014),TheRoutledgeCompanionto Auditing, Taylor &Francis. | |
|  | **WebResources** | |
| 1 | <https://www.darpg.gov.in/sites/default/files/ccadmin12.pdf> | |
| 2 | Government of India. (2015), NITI Aayog. Manual Social Audit: FacilitatingAccountability in Social Sector Programmes. Retrieved fromfile:///D:/BPAE%20141/material%20for%20units/10\_Social%20Audit%20Training%20Manual.pdf | |
| 3 | <http://www.socialaudit.co.nz/overview.html> | |
| 4 | [http://www.accountability.org.uk](http://www.accountability.org.uk/) | |
| 5 | <http://www.cgg.gov.in/core/uploads/2017/07/Social-Audit-Toolkit-Final.pdf> | |

Mappingwith ProgrammeOutcome:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **PO1** | **PO2** | **PO3** | **PO4** | **PO5** | **PO6** | **PO7** | **PO8** | **PO9** | **PO10** |
| **CO1** | S | S | M | M | S | M | M | M | M | S |
| **CO2** | S | S | M | M | M | M | S | S | M | M |
| **CO3** | S | S | M | M | M | S | M | M | S | L |
| **CO4** | S | S | M | M | S | M | S | S | M | S |
| **CO5** | S | S | M | M | M | S | M | M | S | M |

S-Strong M-Medium L-LowCO-POMapping(Course Articulation Matrix)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **CO/PO** | **PSO1** | **PSO2** | **PSO3** | **PSO4** | **PSO5** |
| **CO1** | 3 | 3 | 2 | 2 | 3 |
| **CO2** | 3 | 3 | 2 | 2 | 2 |
| **CO3** | 3 | 3 | 2 | 2 | 2 |
| **CO4** | 3 | 3 | 2 | 2 | 3 |
| **CO5** | 3 | 3 | 2 | 2 | 2 |
| **Weightage** | 15 | 15 | 10 | 10 | 12 |
| **Weightedpercentageof**  **CourseContributiontoPos** | 3.0 | 3.0 | 2.0 | 2.0 | 2.4 |

SUPPLYCHAIN MANAGEMENT

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **CourseCode** | | **CourseName** | **Category** | **L** | **T** | **P** | **S** | **Credits** | **Inst.Hours** | **Marks** | | | |
| **CIA** | | **External** | **Total** |
|  | | **Supply ChainManagement** | **Core** | **Y** | **-** | **-** | **-** | **3** | **4** | **25** | | **75** | **100** |
| **CourseObjectives** | | | | | | | | | | | | | |
| C1 | Toprovideacongeniallearningand training environmenttopotential aspirantsforgainingdeepinsightandforpursuingcareers inLogistics andSupplyChainManagement. | | | | | | | | | | | | |
| C2 | TohaveabriefintroductiontowardstheconceptofSCM(SupplyChainManagement) | | | | | | | | | | | | |
| C3 | Togaincommandonthekeyfactorsinnewbusinessmodelsbasedone-commerceandaninsightintohowtheyaffecttraditionalsystems ofLogisticsManagement | | | | | | | | | | | | |
| C4 | ToanalyzeandorganizeGlobalNetworkLogisticsfortradeandtransportsystems,sourcing  andprocurementandSupplychainmanagement. | | | | | | | | | | | | |
| C5 | ToapplythelatestdevelopmentsininformationtechnologytoLogisticsandSupplychainmanagementin order to generategreater added value. | | | | | | | | | | | | |
| **UNIT** | **Content** | | | | | | | | | | **No.ofHours** | | |
| I | DevelopmentofSCMconceptsandDefinitions–keydecisionareas  –strategic.SupplyChainManagementandKeycomponents,External Drivers of Change. Dimensions of Logistics – The Macroperspectiveandthemacrodimension–Logisticsystemanalysis. | | | | | | | | | | **4** | | |
| II | Sourcingstrategy:Manufacturingmanagement–makeorbuydecision – capacity management – Materials Management – choiceofsources– procurementplanning. | | | | | | | | | | **4** | | |
| III | Distributionstrategy:ChoiceofMarket–networkdesign–warehousedesignedoperationanddistributionplanning–transportation – packaging | | | | | | | | | | **4** | | |
| IV | Inventory Strategy: Demand forecasting–inventory planning–planningofstockingfacilities–warehouselocationallocation.Warehousedesignandoperations–inventorynorms. | | | | | | | | | | **4** | | |
| V | ChannelsofDistribution–CustomerServiceStrategy:IdentificationofServiceneeds, costof services– revenueManagement. | | | | | | | | | | **4** | | |
|  | **Total** | | | | | | | | | | **20** | | |
|  | **CourseOutcome** | | | | | | | | | | **ProgrammeOutcome** | | |

|  |  |  |
| --- | --- | --- |
| **CO** | **Oncompletionofthiscourse,studentswilllearn** |  |
| 1 | Todevelopasoundunderstandingoftheimportantroleofsupplychainmanagementin today’s business environment | PO1,PO2 |
| 2 | Toapplyknowledgetoevaluateandmanageaneffectivesupplychain | PO3,PO4 |
| 3 | Tounderstandthefoundationalroleoflogisticsasitrelatestotransportationand warehousing | PO5,PO6 |
| 4 | Toanalyzeandimprovesupplychainprocesses | PO7,PO68 |
| 5 | Toalignthemanagementofasupplychainwithcorporategoalsandstrategies | PO9,PO10 |
|  | **TextBooks** | |
| 1 | Chandrasekaran(2023),SupplyChainManagement Process,Function andSystemSupplyChainManagement:Process, Functionand System,OxfordUniversity Press. | |
| 2 | Shah,J.(2009),SupplyChainManagement:TextandCases,NewDelhi,Pearson. | |
| 3 | RamakrishnanRamanathan,UshaRamanathan(eds)(2013),SupplyChainStrategies,Issues and Models,London, Springer. | |
| 4 | R.P.Mohanty,S.G.Deshmukh,SupplyChainManagementTheories&Practices,NewDelhi,DreamTech Press. | |
| 5 | Chopra,Meindl&Kalra(2016),SupplyChainManagement:Strategy,Planning&Operation(6thedition), Pearson Education. | |
|  | **ReferenceBooks** | |
| 1 | MichaelH.Hugos(2018),EssentialsofSupplyChainManagement,Wiley | |
| 2 | BalramAvittathur,DebabrataGhosh(2020),ExcellenceinSupplyChainManagement,Taylor&Francis. | |
| 3 | Christopher.M(1992),LogisticsandSupplyChainManagement,London,PitmanPublishing. | |
| 4 | Sunil Sharma (2010), Supply Chain Management: Concepts, Practices, andImplementation,Oxford University Press. | |
| 5 | C.JohnLangley,RobertA.Novack,BrianJ.Gibson,JohnJosephCoyle(2021),Supply  ChainManagement:ALogisticsPerspective,CengageLearningAsiaPvt.,Ltd. | |
|  | **WebResources** | |
| 1 | <https://www.researchgate.net/publication/304194361_Supply_Chain_Management> | |
| 2 | <https://www.ibm.com/topics/supply-chain-management> | |
| 3 | <https://onlinelibrary.wiley.com/journal/1745493X> | |
| 4 | <https://link.springer.com/10.1007%2F1-4020-0611-X_1022> | |
| 5 | <https://www.tandfonline.com/journals/cjol20> | |

MappingwithProgrammeOutcome:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **PO1** | **PO2** | **PO3** | **PO4** | **PO5** | **PO6** | **PO7** | **PO8** | **PO9** | **PO10** |
| **CO1** | S | S | M | M | S | M | M | M | M | S |
| **CO2** | S | S | M | M | M | M | S | S | M | M |
| **CO3** | S | S | M | M | M | S | M | M | S | L |
| **CO4** | S | S | M | M | S | M | S | S | M | S |
| **CO5** | S | S | M | M | M | S | M | M | S | M |

S-Strong M-Medium L-LowCO-POMapping(CourseArticulation Matrix)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **CO/PO** | **PSO1** | **PSO2** | **PSO3** | **PSO4** | **PSO5** |
| **CO1** | 3 | 3 | 2 | 2 | 3 |
| **CO2** | 3 | 3 | 2 | 2 | 2 |
| **CO3** | 3 | 3 | 2 | 2 | 2 |
| **CO4** | 3 | 3 | 2 | 2 | 3 |
| **CO5** | 3 | 3 | 2 | 2 | 2 |
| **Weightage** | 15 | 15 | 10 | 10 | 12 |
| **Weightedpercentageof**  **CourseContributiontoPos** | 3.0 | 3.0 | 2.0 | 2.0 | 2.4 |

PERFORMANCEMANAGEMENT

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **CourseCode** | | **CourseName** | **Category** | **L** | **T** | **P** | **S** | **Credits** | **Inst.Hours** | **Marks** | | | |
| **CIA** | | **External** | **Total** |
|  | | **PerformanceManagement** | **SEC** | **Y** | **-** | **-** | **-** | **2** | **2** | **25** | | **75** | **100** |
| **CourseObjectives** | | | | | | | | | | | | | |
| C1 | Toprovideanoverviewofalltheconcepts,principles,functionsandspecializedareasofperformancemanagement. | | | | | | | | | | | | |
| C2 | Toprovidedetailedknowledgeregardingthevarioustypesofperformancemanagementresources | | | | | | | | | | | | |
| C3 | Toprovidepracticalindustrialexposuretothestudentstohonetheiradministrative  competenciesandbusinessacumen | | | | | | | | | | | | |
| C4 | Toknow theimportanceofemployeeperformancetoachievetheorganisationalgoals | | | | | | | | | | | | |
| C5 | Toidentifythechallengesofperformance managementappraisal | | | | | | | | | | | | |
| **UNIT** | **Content** | | | | | | | | | | **No.ofHours** | | |
| I | Performancemanagement–Introduction&HistoricalOverview-BasicsofPerformanceManagement-PerformanceManagement  Issues:OrganizationalLearning-PerformanceManagementProcess | | | | | | | | | | **2** | | |
| II | Performancemanagementadministration:administrationofPerformance management process, Developing formats and tools,Performance management cycle, Communication of process andfollow ups, Performance development interventions, Role of HRDepartment,LineManagersEmployeesand theTop management. | | | | | | | | | | **2** | | |
| III | PerformanceAppraisal:MethodsandSystemDesigns-GraphicRatingScale;AlternateRankingMethod;PairedComparison;ForceDistributionMethodCriticalIncidentMethod;BehaviorallyAnchored Rating Scale (BARS); Management by Objective; 360DegreeAppraisalandCustomerfeedbacksystem.BalancedScore  Card | | | | | | | | | | **2** | | |
| IV | Process,Leadership,andOrganizationalIssues-MajorErrorinPerformanceappraisal:Ambiguousstandards,subjectivityand  biasness.Haloeffects,recencyerror,leniencyerror,centraltendency,and Attribution error | | | | | | | | | | **2** | | |
| V | RecenttrendsanddevelopmentinPerformanceManagementpractice.Legalandethicalissuesinperformanceappraisal. | | | | | | | | | | **2** | | |
|  | **Total** | | | | | | | | | | **10** | | |
|  | **CourseOutcome** | | | | | | | | | | **ProgrammeOutcome** | | |

|  |  |  |
| --- | --- | --- |
| **CO** | **Oncompletionofthiscourse,studentswilllearn** |  |
| CO1 | ToexaminevariousstagesofPerformanceManagementSystem. | PO1,PO2 |
| CO2 | ToevaluatehowvariouselementshelpinshapingeffectivePerformanceManagementSystem. | PO3,PO4 |
| CO3 | Toillustratehowtotransformtherawpotentialofhumanresourcesintoperformance. | PO5,PO6 |
| CO4 | Tocategorizethetypesofperformancemanagementsystems | PO7,PO68 |
| CO5 | Tosythesizetheempowermenttodevelopbelongingnesstowardstheorganisation. | PO9,PO10 |
|  | **TextBooks** | |
| 1 | A.M.Sharma(2010),PerformanceManagementSystem,New Delhi,HPH. | |
| 2 | DipakKumarBhattacharyya(2011),PerformanceManagementSystemsandStrategies,PearsonEducation India. | |
| 3 | PremChadha(2011),PerformanceManagement,NewDelhi,Macmillan. | |
| 4 | CliveFletcher,RichardWilliams(2016),Appraisal:ImprovingPerformanceandDevelopingtheIndividual, Taylor &Francis | |
| 5 | S.K.Bhatia(2007),PerformanceManagement,NewDelhi,DeepandDeepPublications. | |
|  | **ReferenceBooks** | |
| 1 | T.V.Rao(2008),PerformanceManagement&AppraisalSystem,NewDelhi,SagePublications. | |
| 2 | A.S.Kohli&T.Deb(2009),PerformanceManagement,New Delhi,OxfordPress. | |
| 3 | AharonE.Tziner,EdnaRabenu(2018),ImprovingPerformanceAppraisalatWork:EvolutionandChange, UnitedKingdom,EdwardElgarPublishing. | |
| 4 | HermanAguinis(2009),PerformanceManagement,London,PearsonEducation. | |
| 5 | ChadhaPrem(2008),PerformanceManagement,NewYork,MacMillan. | |
|  | **WebResources** | |
| 1 | <https://www.researchgate.net/publication/337496192_Performance_Management_as_a_System_in_B_G_Shirke_Construction_Technology_Company_Ltd_Pune> | |
| 2 | <https://www.shrm.org/hr-today/trends-and-forecasting/special-reports-and-expert-views/documents/performance-management.pdf> | |
| 3 | <http://sjput.in/pdf/hrmiii_pm.pdf> | |
| 4 | <https://darpg.gov.in/sites/default/files/Performance_Management.pdf> | |
| 5 | <https://journals.sagepub.com/doi/full/10.1177/1534484318798533> | |

MappingwithProgrammeOutcome:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **PO1** | **PO2** | **PO3** | **PO4** | **PO5** | **PO6** | **PO7** | **PO8** | **PO9** | **PO10** |
| **CO1** | S | S | M | M | S | M | M | M | M | S |
| **CO2** | S | S | M | M | M | M | S | S | M | M |
| **CO3** | S | S | M | M | M | S | M | M | S | L |
| **CO4** | S | S | M | M | S | M | S | S | M | S |
| **CO5** | S | S | M | M | M | S | M | M | S | M |

S-Strong M-Medium L-LowCO-POMapping(CourseArticulation Matrix)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **CO/PO** | **PSO1** | **PSO2** | **PSO3** | **PSO4** | **PSO5** |
| **CO1** | 3 | 3 | 2 | 2 | 3 |
| **CO2** | 3 | 3 | 2 | 2 | 2 |
| **CO3** | 3 | 3 | 2 | 2 | 2 |
| **CO4** | 3 | 3 | 2 | 2 | 3 |
| **CO5** | 3 | 3 | 2 | 2 | 2 |
| **Weightage** | 15 | 15 | 10 | 10 | 12 |
| **Weightedpercentageof**  **CourseContributiontoPos** | 3.0 | 3.0 | 2.0 | 2.0 | 2.4 |

PROFESSIONALCOMMUNICATIONSKILLS

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **CourseCode** | | **CourseName** | **Category** | **L** | **T** | **P** | **S** | **Credits** | **Inst.Hours** | **Marks** | | |
| **CIA** | **External** | **Total** |
|  | | **ProfessionalCommunicationSkills** | **SEC** | **Y** | **-** | **-** | **-** | **2** | **2** | **25** | **75** | **100** |
| **CourseObjectives** | | | | | | | | | | | | |
| C1 | Tolearntheconceptsofcommunicationinpublicadministration. | | | | | | | | | | | |
| C2 | Tounderstandthedifferentaspectsofcommunication | | | | | | | | | | | |
| C3 | ThestudentsshouldbeabletoapplyVerbalandNon-VerbalCommunicationTechniquesintheProfessionalEnvironment | | | | | | | | | | | |
| C4 | Toemphasizetheessentialaspectsofeffectivewrittencommunicationnecessaryfor  professionalsuccess | | | | | | | | | | | |
| C5 | Todefinetheuseofpublicrelationstechnologyandproceduresandbusinesscommunication | | | | | | | | | | | |
| **UNIT** | **Content** | | | | | | | | | | **No.ofHours** | |
| I | WhyStudyCommunicationinPublicAdministration-Communication Principles and Strategies- The Seven C’s of theEffectiveCommunication1.Completeness2.Conciseness3.  Consideration4.Concreteness5.Clarity6.Courtesy7.Correctness | | | | | | | | | | **2** | |
| II | Analysis of communication plan in public administration; PublicAdministrationandthedigitalrevolution-Importanceofcommunicationinpublicadministration.Issuesinpublicadministration.Communication:Itsinterpretation-1.Basics,2.NonverbalCommunication,3.BarrierstoCommunication-DevelopingEffectiveWorkingRelationshipsthrough  Communication-ActiveListening;EmotionalIntelligence. | | | | | | | | | | **2** | |
| III | PersonalandInterpersonalCommunication-BusinessCommunicationatWorkPlace-1.LetterComponentsandLayouts-  2.Planningaletter-3.ProcessofLetterwriting-4.EmailCommunication-5.MemoandMemoReports-6.EmploymentCommunication-7.NoticeAgendaandMinutesofMeeting8.  Brochures. | | | | | | | | | | **2** | |
| IV | GroupandTeamCommunication-ReportWriting-1.EffectiveWriting-2. Types of Business Reports-3. Structure of Reports 4.Gathering Information-5. Organization of the Material-6. WritingAbstracts and Summaries-7. Writing Definitions-8. Visual Aids-9.UserInstruction Manual | | | | | | | | | | **2** | |
| V | OrganizationalCommunication-Inter-organizationalCommunication-CommunicationwithDifferent“Publics”CommunicatingOnlineandthroughSocialMedia-Specific | | | | | | | | | | **2** | |

|  |  |  |
| --- | --- | --- |
|  | Communication Skills(Presenting Convincingly- Holding effectivemeetings-Reading and Writing skills (organization, style, tone, andanalysis)-Special Challengesfor Communication-Cross-CulturalCommunication. |  |
|  | **Total** | **10** |
|  | **CourseOutcome** | **ProgrammeOutcome** |
| **CO** | **Oncompletionofthiscourse,studentswilllearn** |  |
| 1 | Torecognizetheeffectsofdiversity,access,andpoweroncommunication | PO1,PO2 |
| 2 | Tointerpretvarious communicationtheories | PO3,PO4 |
| 3 | Toillustratetheeffectsofdiversity,access,andpoweroncommunication | PO5,PO6 |
| 4 | ToenhancetheabilitytodefinethecommunicationprocesswithrespecttoPublicrelations | PO7,PO68 |
| 5 | Toevaluatecommunicationskillsthatarevitalinpublicservicemanagement | PO9,PO10 |
|  | **TextBooks** | |
| 1 | Shailesh Patil (2020), Handbook on Public Speaking, Presentation & CommunicationSkills:Principles&Practicestocreatehighimpactpresentations&meaningfulconversations,Notion Press. | |
| 2 | Sanjay Kumar, Pushpalata (2011), Communication Skills (1st Edition), New Delhi, OxfordPress. | |
| 3 | VilmaLuoma-aho&MaríaJoséCanel(2020),TheHandbookofPublicSector  Communication, Wiley-Blackwell. | |
| 4 | Koneru Aruna (1998), Professional Communication, New Delhi, McGraw HillPublications. | |
| 5 | KellyM.Quintanilla,ShawnT.Wahl(2018),BusinessandProfessionalCommunication:Keysfor WorkplaceExcellence, SAGEPublications. | |
|  | **ReferenceBooks** | |
| 1 | JaySullivan(2016),SimplySaid:CommunicatingBetteratWorkandBeyond,Wiley. | |
| 2 | ReginaldL.Bell,JeanetteS.Martin(2019),ManagerialCommunicationforProfessionalDevelopment,BusinessExpertPress. | |
| 3 | FrancisPetersS.J(2011),SoftSkillsandProfessionalCommunication(1stEdition),NewDelhi,McGrawHillEducation. | |
| 4 | MichaelJ.Papa,TomD.Daniels,BarryK.Spiker(2008),OrganizationalCommunication:Perspectives andTrends, SAGEPublications. | |
| 5 | MasamiNishishiba(2018),CulturallyMindfulCommunication:EssentialSkillsforPublicandNonprofitProfessionals,Routledge, Taylor &FrancisGroup. | |

|  |  |
| --- | --- |
|  | **WebResources** |
| 1 | <https://www.ijaiem.org/Volume4Issue2/IJAIEM-2015-02-18-30.pdf> |
| 2 | [http://repository.hneu.edu.ua/bitstream/123456789/23747/1/2020-](http://repository.hneu.edu.ua/bitstream/123456789/23747/1/2020-%D0%91%D0%BE%D0%BB%D0%BE%D1%82%D0%BE%D0%B2%D0%B0%20%D0%9E%20%D0%9E%2C%20%D0%9F%D0%BE%D0%BB%D0%B5%D0%B6%D0%B0%D1%94%D0%B2%D0%B0%20%D0%9E%20%D0%92.pdf)  [%D0%91%D0%BE%D0%BB%D0%BE%D1%82%D0%BE%D0%B2%D0%B0%20%D0%9E%20%D0%9E%2C%20%D0%9F%D0%BE%D0%BB%D0%B5%D0%B6%D0%B](http://repository.hneu.edu.ua/bitstream/123456789/23747/1/2020-%D0%91%D0%BE%D0%BB%D0%BE%D1%82%D0%BE%D0%B2%D0%B0%20%D0%9E%20%D0%9E%2C%20%D0%9F%D0%BE%D0%BB%D0%B5%D0%B6%D0%B0%D1%94%D0%B2%D0%B0%20%D0%9E%20%D0%92.pdf)  [0%D1%94%D0%B2%D0%B0%20%D0%9E%20%D0%92.pdf](http://repository.hneu.edu.ua/bitstream/123456789/23747/1/2020-%D0%91%D0%BE%D0%BB%D0%BE%D1%82%D0%BE%D0%B2%D0%B0%20%D0%9E%20%D0%9E%2C%20%D0%9F%D0%BE%D0%BB%D0%B5%D0%B6%D0%B0%D1%94%D0%B2%D0%B0%20%D0%9E%20%D0%92.pdf) |
| 3 | <https://mrcet.com/downloads/MBA/Professional%20Communication%20Skills.pdf> |
| 4 | <https://dl.uswr.ac.ir/bitstream/Hannan/141245/1/9781138219120.pdf> |
| 5 | <https://www.researchgate.net/publication/303893422_Communication_Skills_Students_Coursebook> |

MappingwithProgrammeOutcome:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **PO1** | **PO2** | **PO3** | **PO4** | **PO5** | **PO6** | **PO7** | **PO8** | **PO9** | **PO10** |
| **CO1** | S | S | M | M | S | M | M | M | M | S |
| **CO2** | S | S | M | M | M | M | S | S | M | M |
| **CO3** | S | S | M | M | M | S | M | M | S | L |
| **CO4** | S | S | M | M | S | M | S | S | M | S |
| **CO5** | S | S | M | M | M | S | M | M | S | M |

S-Strong M-Medium L-LowCO-POMapping(CourseArticulation Matrix)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **CO/PO** | **PSO1** | **PSO2** | **PSO3** | **PSO4** | **PSO5** |
| **CO1** | 3 | 3 | 2 | 2 | 3 |
| **CO2** | 3 | 3 | 2 | 2 | 2 |
| **CO3** | 3 | 3 | 2 | 2 | 2 |
| **CO4** | 3 | 3 | 2 | 2 | 3 |
| **CO5** | 3 | 3 | 2 | 2 | 2 |
| **Weightage** | 15 | 15 | 10 | 10 | 12 |
| **Weightedpercentageof**  **CourseContributiontoPos** | 3.0 | 3.0 | 2.0 | 2.0 | 2.4 |

SEMESTERIVCOMPARATIVEPUBLICADMINISTRATION

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **CourseCode** | | **CourseName** | **Category** | **L** | **T** | **P** | **S** | **Credits** | **Inst.Hours** | **Marks** | | |
| **CIA** | **External** | **Total** |
|  | | **ComparativePublicAdministration** | **Core** | **Y** | **-** | **-** | **-** | **4** | **6** | **25** | **75** | **100** |
| **CourseObjectives** | | | | | | | | | | | | |
| C1 | Toanalyzetheadministrativemachineryfroma comparativeperspective. | | | | | | | | | | | |
| C2 | Tofamiliarizestudentswiththestructureandprocessoftheadministrativesystemsaround  theworld. | | | | | | | | | | | |
| C3 | Toexamineandcomparethepoliticalsystemanditscharacteristics | | | | | | | | | | | |
| C4 | Toexploretheroleofpublicmanagementsysteminademocraticframework. | | | | | | | | | | | |
| C5 | Toassessandevaluatetheglobalizationaffectsonmachineryofgovernmentinvarious  countries. | | | | | | | | | | | |
| **UNIT** | **Content** | | | | | | | | | | **No.ofHours** | |
| I | Introduction: Meaning, Nature and Scope of Comparative PublicAdministration - Evolution of the Study of Comparative PublicAdministration – Approaches to the Study of Comparative PublicAdministration–Traditional-Structural-Behavioral–Functional–  System,Institutional,EcologicalandModernApproach | | | | | | | | | | **6** | |
| II | Comparisonoflawandpolicymakingprocess:ComparativeStudy  ofLegislatureandPolicyMakingProcess inUK,USA andFrance | | | | | | | | | | **6** | |
| III | Functionofexecutivebranches:ComparativeStudyofExecutive  BranchesinUK,USAandFrance | | | | | | | | | | **6** | |
| IV | Methodsofjudicialsystem:ComparativeStudyofJudicialSysteminUK, USAand France | | | | | | | | | | **6** | |
| V | Typesofcivilserviceandlocalgovernments:ComparativeStudyofCivilServicesinUK,USAandFranceComparative StudyofLocalGovernmentInstitutionsinUK, USAandFrance | | | | | | | | | | **6** | |
|  | **Total** | | | | | | | | | | **30** | |

|  |  |  |  |
| --- | --- | --- | --- |
|  | **CourseOutcome** | | **ProgrammeOutcome** |
| **CO** | **Oncompletionofthiscourse,studentswilllearn** |  | |
| 1 | TocognizethesignificanceofComparativePublicAdministration | PO1,PO2 | |
| 2 | Todifferentiatethevariousconceptualapproachesincomparativepublicadministration. | PO3,PO4 | |
| 3 | TorecognizethePoliticalandAdministrativeSystemsinthedeveloped  countries. | PO5,PO6 | |
| 4 | TocompareandappraisetheadministrativeSystemswhichprevailinthevarious parts oftheworld namelyU.S.A.,U.K.,France. | PO7,PO68 | |
| 5 | Toknow aboutthenatureand scopeofcomparativestudies. | PO9,PO10 | |
|  | **TextBooks** | | |
| 1 | Arora,RameshK.(2000),ComparativePublicAdministration,NewDelhi,AssociatedPublishingHouse. | | |
| 2 | Chandler,J.A. (2014),ComparativePublicAdministration,New York,Routlegde. | | |
| 3 | SewaSinghDahiya,RavindraSingh(2012),ComparativePublicAdministration,NewDelhi, Sterling Publishers. | | |
| 4 | R.K.AroraandSangeetaSharma(1992),ComparativeandDevelopmentAdministration:Ideas andActions(ed.),Jaipur, Arihand Centrefor AdministrativeChange. | | |
| 5 | T.N.Chaturvedi(2003),ComparativePublicAdministration,Jaipur,CollegeBookDepot. | | |
|  | **ReferenceBooks** | | |
| 1 | Farazmand, Ali (2019), Handbook of Comparative and Development PublicAdministration,United Kingdom,CRC Press. | | |
| 2 | FerrelHeady(ed.)(1978),ComparativePublicAdministration,Michigan,MichiganUniversity. | | |
| 3 | SabineKuhlmann,HellmutWollmann(2019),IntroductiontoComparativePublicAdministration:AdministrativeSystemsandReformsinEurope,(2ndEdition),Edward  Elgar. | | |
| 4 | EricE.Otenyo,LawrenceR.Jones,NancyS.Lind(2006),ComparativePublicAdministration:TheEssentialReadings,EmeraldGroup PublishingLimited. | | |
| 5 | FredW.Riggs(1964),AdministrationinDevelopingCountries:ThetheoryofPrismaticSociety,Boston, Houghton Mifflii. | | |
|  | **WebResources** | | |
| 1 | <https://www.ignouassignmentguru.com/bpac-107-english-study-material-download/> | | |
| 2 | <https://onlinelibrary.wiley.com/doi/10.1111/puar.13373> | | |
| 3 | <http://eflorakkl.in/staff/uploads/sem2%20cpa%20uniti2.pdf> | | |
| 4 | <https://unacademy.com/content/upsc/study-material/public-administration/comparative-public-administration/> | | |
| 5 | <https://www.khoji.net/bpac-107-study-material> | | |

MappingwithProgrammeOutcome:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **PO1** | **PO2** | **PO3** | **PO4** | **PO5** | **PO6** | **PO7** | **PO8** | **PO9** | **PO10** |
| **CO1** | S | S | M | M | S | M | M | M | M | S |
| **CO2** | S | S | M | M | M | M | S | S | M | M |
| **CO3** | S | S | M | M | M | S | M | M | S | L |
| **CO4** | S | S | M | M | S | M | S | S | M | S |
| **CO5** | S | S | M | M | M | S | M | M | S | M |

S-Strong M-Medium L-LowCO-POMapping(CourseArticulation Matrix)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **CO/PO** | **PSO1** | **PSO2** | **PSO3** | **PSO4** | **PSO5** |
| **CO1** | 3 | 3 | 2 | 2 | 3 |
| **CO2** | 3 | 3 | 2 | 2 | 2 |
| **CO3** | 3 | 3 | 2 | 2 | 2 |
| **CO4** | 3 | 3 | 2 | 2 | 3 |
| **CO5** | 3 | 3 | 2 | 2 | 2 |
| **Weightage** | 15 | 15 | 10 | 10 | 12 |
| **Weighted percentage ofCourseContribution toPos** | 3.0 | 3.0 | 2.0 | 2.0 | 2.4 |

RESEARCHMETHODSINPUBLICADMINISTRATION

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **CourseCode** | | **CourseName** | **Category** | **L** | **T** | **P** | **S** | **Credits** | **Inst.Hours** | **Marks** | | |
| **CIA** | **External** | **Total** |
|  | | **ResearchMethods inPublicAdministration** | **Core** | **Y** | **-** | **-** | **-** | **4** | **6** | **25** | **75** | **100** |
| **CourseObjectives** | | | | | | | | | | | | |
| C1 | Toidentifyandexaminethekeyelementsandcomponentsofsocialscienceresearch | | | | | | | | | | | |
| C2 | Togivefocustotheresearchwiththeexhaustivereviewofliteratureavailableontheresearchproblem | | | | | | | | | | | |
| C3 | ToassessthevalidityofresearchinthefieldofPublicAdministration | | | | | | | | | | | |
| C4 | Toevaluate theresearchmethodsusedinPublicAdministration. | | | | | | | | | | | |
| C5 | Toacquaintstudentswithdistinctresearchmethodsandtools. | | | | | | | | | | | |
| **UNIT** | **Content** | | | | | | | | | | **No.ofHours** | |
| I | Research Methodology: Meaning, Scope and Objectives, Types ofresearch,Problemdefinition,Operationalizingtheresearchproblem,formulationofhypothesis-relevanceofResearchfordecisionmakinginvariousfunctionalareasofAdministration  Traditional methods of Inquiries: Philosophical, Historical, LegalandInstitutional | | | | | | | | | | **6** | |
| II | SocialScienceResearch:Choosingtheappropriateresearchmode–desk research, exploratory, descriptive and conclusive research,-Experimentalresearchdesign-casestudymethod,Scientificmethodsinsocialscienceresearch-–ProblemsofValuesinSocial  Scienceresearch. | | | | | | | | | | **6** | |
| III | ResearchDesign:Definition,EssentialsofResearchDesign,Significance,KindsofResearchDesigns–DataCollection:  Sources:PrimaryandSecondary,Methods:Observation,Survey,QuestionnaireScheduleandInterview,CaseStudy,PanelStudy. | | | | | | | | | | **6** | |
| IV | Sampling:Principles,processandtypesofsampling-Scaling:Techniques,Types andComparisonofmeasurementscales | | | | | | | | | | **6** | |
| V | DataProcessing:StepsinDataProcessing,ToolsandTechniques,DataAnalysis,DataInterpretation.Report/ThesisWritingCurrent  TrendsandEthicalIssuesinresearch–Citationmethodsandrules- | | | | | | | | | | **6** | |

|  |  |  |
| --- | --- | --- |
|  | Plagiarism and self-Plagiarism – significance oftheoreticalcontribution(SocialIssuev/s theoreticalperspective) |  |
|  | **Total** | **30** |
|  | **CourseOutcome** | **ProgrammeOutcome** |
| **CO** | **Oncompletionofthiscourse,studentswilllearn** |  |
| 1 | Todemonstrateatheoreticalandpracticalunderstandingofthetypes andbasicdifferences amongdescriptive, quasi-experimental,  andexperimentalresearchmethodsanddesigns. | PO1,PO2 |
| 2 | Topracticequalitativeandquantitativeresearchdatacollectiontechniques,includingobservation,interviews,anddocument  analysis,etc. | PO3,PO4 |
| 3 | To articulate the epistemological assumptions underlying  qualitativeandquantitativeresearchmethods,includingthecompetingparadigmsin research. | PO5,PO6 |
| 4 | TodeveloptheproficiencyinusingSPSS. | PO7,PO68 |
| 5 | Toevaluatetheappropriatenessandqualityofquestionnaires,interviews,and other datacollection methods. | PO9,PO10 |
|  | **TextBooks** | |
| 1 | Kothari.C.R.(2014),ResearchMethodology:MethodsandTechniques(secondrevisededition),NewDelhi,NewAgeInternationalPublication. | |
| 2 | PriyaranjanDash (2011),ResearchMethodology,NewDelhi,VrindaPublications. | |
| 3 | MukulGupta(2011),ResearchMethodology, New Delhi,RekhaPrinters. | |
| 4 | HiteshGupta(2011),ResearchMethodology, NewDelhi,InternationalBookHouse. | |
| 5 | GarbichCarol(2004),NewApproachesinSocialResearch,New Delhi,SagePublication. | |
|  | **ReferenceBooks** | |
| 1 | Anthony,M.,Graziano,A.M.andRaulin,M.L.(2009),ResearchMethods:AProcessofInquiry,Allyn and Bacon. | |
| 2 | Garg,B.L.,Karadia,R.,Agarwal,F.andAgarwal,U.K(2002),AnIntroductionto  ResearchMethodology,Jaipur,RBSAPublishers. | |
| 3 | Sinha,S.C.andDhiman,A.K.(2002),ResearchMethodology,NewDelhi,EssEssPublications. | |
| 4 | Trochim,W.M.K.(2005),ResearchMethods:TheConciseKnowledgeBase,Ohio,AtomicDogPublishing. | |
| 5 | BaileyKenneth.D.(1982),Methods ofSocialResearch,New York,TheFreePress. | |
|  | **WebResources** | |
| 1 | <https://www.iium.edu.my/centre/cps/online-materials-for-research-methodology-course> | |
| 2 | <https://study.sagepub.in/kumar_rm4e> | |

|  |  |
| --- | --- |
| 3 | <http://www.ahc.umn.edu/img/assets/26104/Research_Ethics.pdf> |
| 4 | <https://www.academia.edu/20126178/Syllabus_Research_Methods_in_Public_Administration> |
| 5 | <https://www.researchgate.net/publication/286674858_Research_Methods_in_Public_Administration_and_Public_Management_An_introduction> |

MappingwithProgrammeOutcome:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **PO1** | **PO2** | **PO3** | **PO4** | **PO5** | **PO6** | **PO7** | **PO8** | **PO9** | **PO10** |
| **CO1** | S | S | M | M | S | M | M | M | M | S |
| **CO2** | S | S | M | M | M | M | S | S | M | M |
| **CO3** | S | S | M | M | M | S | M | M | S | L |
| **CO4** | S | S | M | M | S | M | S | S | M | S |
| **CO5** | S | S | M | M | M | S | M | M | S | M |

S-Strong M-Medium L-LowCO-POMapping(CourseArticulation Matrix)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **CO/PO** | **PSO1** | **PSO2** | **PSO3** | **PSO4** | **PSO5** |
| **CO1** | 3 | 3 | 2 | 2 | 3 |
| **CO2** | 3 | 3 | 2 | 2 | 2 |
| **CO3** | 3 | 3 | 2 | 2 | 2 |
| **CO4** | 3 | 3 | 2 | 2 | 3 |
| **CO5** | 3 | 3 | 2 | 2 | 2 |
| **Weightage** | 15 | 15 | 10 | 10 | 12 |
| **Weighted percentage ofCourseContribution toPos** | 3.0 | 3.0 | 2.0 | 2.0 | 2.4 |

CONTEMPORARYWORLDPOLITICS

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **CourseCode** | | **CourseName** | **Category** | **L** | **T** | **P** | **S** | **Credits** | **Inst.Hours** | **Marks** | | |
| **CIA** | **External** | **Total** |
|  | | **ContemporaryWorldPolitics** | **Core** | **Y** | **-** | **-** | **-** | **4** | **6** | **25** | **75** | **100** |
| **CourseObjectives** | | | | | | | | | | | | |
| C1 | ToenablethestudentstoexpandtheirhorizonbeyondIndiaandmakesenseofworldpolitics. | | | | | | | | | | | |
| C2 | Tofamiliarizethestudents withsomeofthekeypoliticalevents andprocessesinthepost-coldwar era | | | | | | | | | | | |
| C3 | Toequipstudentstobeconsciousofthewayinwhichglobaleventsandprocessesshape  oureverydaylives | | | | | | | | | | | |
| C4 | Tostrengthenstudents’capacityforpoliticalanalysisbyexaminingcontemporarydevelopments in ahistoricalperspective. | | | | | | | | | | | |
| C5 | TospeculateonkeycontemporaryglobalissuessuchasGlobalWarming,ClimateChange,GeoPolitics, etc. | | | | | | | | | | | |
| **UNIT** | **Content** | | | | | | | | | | **No.ofHours** | |
| I | MeaningandSignificanceofWorldPolitics–Genesisoftheconcept of World Politics – Cold War Era - Emergence of twoPower blocks - Arenas of the Cold War - Challenges to Bipolarity:NonAlignedMovement-New InternationalEconomicOrder. | | | | | | | | | | **6** | |
| II | EndoftheColdWar-DisintegrationofSovietUnion-UnipolarWorld-MiddleEastCrisis–Afghanistan-GulfWar-Democratic  Politics and Democratization – Post-Cold War Issues –Globalization-KeyFeatures–ImplicationsinWorldPolitics | | | | | | | | | | **6** | |
| III | NewCentresofPower–Russia–China–Israel–India–Organizations - European Union – ASEAN – SAARC - BRICS –RiseoftheChineseeconomy–India-ChinaRelations–Contemporary South Asia – Peace and Democratization in SouthAsia-MilitaryandDemocracyinPakistan–DemocracyinNepal  - Ethnic Conflicts and Democracy in Sri Lanka - India’s relationswithitsOtherNeighbours(Bangladesh,Maldives,Burma,  Myanmar,Bhutan) | | | | | | | | | | **6** | |
| IV | InternationalOrganizations-NeedfortheInternationalOrganization-PositionsofUNinUni-polarWorld(1988)–UNESCO – UNICEF – WHO – ILO - Criteria to be permanent andnon-permanent member of UN - Criteria of permanent membershipofSecurityCouncilinUNOforIndia-UNOintheUni-polarWorld. | | | | | | | | | | **6** | |

|  |  |  |
| --- | --- | --- |
| V | Security – Internal and External – New sources of threats – India’sSecurity Strategy - Environmental Concerns in Global Politics -GlobalWarmingandClimateChange,ConservationofNaturalResources–Geopolitics -The indigenouspeoplesandtheirRights | **6** |
|  | **Total** | **30** |
|  | **CourseOutcome** | **ProgrammeOutcome** |
| **CO** | **Oncompletionofthiscourse,studentswilllearn** |  |
| 1 | Toanalyzeandexplaincontemporaryinternationalphenomena. | PO1,PO2 |
| 2 | Torecognizeandinterpretkeyaspectsofgovernmentalinstitutionsandprocesses. | PO3,PO4 |
| 3 | Toidentifyimportanthistoricalcontinuitiesandchangesininternationalrelations. | PO5,PO6 |
| 4 | To analyze,evaluate, anddiscussdifferentinternational, Europeananddomesticlegalframeworks. | PO7,PO68 |
| 5 | Toengageinnegotiationsinaninternational context. | PO9,PO10 |
|  | **TextBooks** | |
| 1 | PavneetSingh(2019),InternationalRelations, NewDelhi,McGraw HillEducation. | |
| 2 | Vandana.A(2010),TheoryofInternationalPolitics,NewDelhi,VikasPublishingHouse. | |
| 3 | Friedn,Jeffryetal(2010),WorldPolitics:Interests,Interactions,Institutions,NewYork,WWNorton. | |
| 4 | MahendraKumar(2003),TheoreticalAspectsofInternationalPolitics,NewDelhi,ShivalalAgarwal&Co. | |
| 5 | Karns,P.MargaretandKarenA.Mingst(2010),InternationalOrganizations:ThePolitics  andProcessofGlobalGovernance,NewDelhi,VivaBooks. | |
|  | **ReferenceBooks** | |
| 1 | Appadorai.(1999),NationalInterestandNon-Alignment,NewDelhi,KalingaPublications. | |
| 2 | R.DaltonandM.Kuechler(1990),ChallengingthePoliticalOrder:NewSocialandPoliticalMovementsinWestern Democracies,Cambridge, Polity. | |
| 3 | M,Wattenblerg(2000),PoliticswithoutPartisans:PoliticalChangeinAdvancedIndustrialDemocracies, Oxford, OxfordUniversity Press. | |
| 4 | A.Vanaik,(ed.)(2004),GlobalizationandSouthAsia:MultidimensionalPerspectives,New Delhi,Manohar Publications. | |
| 5 | Chilcote,Ronald(1994),TheoriesofComparativePolitics:TheSearchforaParadigmReconsidered,Boulder, WestviewPress. | |
|  | **WebResources** | |
| 1 | [https://www.cambridge.org](https://www.cambridge.org/) | |
| 2 | https://studyvikalp.com | |
| 3 | https://rgu.ac.in›2021/02**›**comparativepolitics | |

|  |  |
| --- | --- |
| 4 | <https://www.press.jhu.edu/journals/world-politics> |
| 5 | [https://www.researchgate.net/publication/257713575\_The\_Trends\_of\_Contemporary\_World\_Politics\_and\_China's\_Global\_Role](https://www.researchgate.net/publication/257713575_The_Trends_of_Contemporary_World_Politics_and_China%27s_Global_Role) |

MappingwithProgrammeOutcome:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **PO1** | **PO2** | **PO3** | **PO4** | **PO5** | **PO6** | **PO7** | **PO8** | **PO9** | **PO10** |
| **CO1** | S | S | M | M | S | M | M | M | M | S |
| **CO2** | S | S | M | M | M | M | S | S | M | M |
| **CO3** | S | S | M | M | M | S | M | M | S | L |
| **CO4** | S | S | M | M | S | M | S | S | M | S |
| **CO5** | S | S | M | M | M | S | M | M | S | M |

S-Strong M-Medium L-LowCO-POMapping(CourseArticulation Matrix)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **CO/PO** | **PSO1** | **PSO2** | **PSO3** | **PSO4** | **PSO5** |
| **CO1** | 3 | 3 | 2 | 2 | 3 |
| **CO2** | 3 | 3 | 2 | 2 | 2 |
| **CO3** | 3 | 3 | 2 | 2 | 2 |
| **CO4** | 3 | 3 | 2 | 2 | 3 |
| **CO5** | 3 | 3 | 2 | 2 | 2 |
| **Weightage** | 15 | 15 | 10 | 10 | 12 |
| **Weighted percentage ofCourseContribution toPos** | 3.0 | 3.0 | 2.0 | 2.0 | 2.4 |

POLITICALECONOMY OFNDIA

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **CourseCode** | | **CourseName** | **Category** | **L** | **T** | **P** | **S** | **Credits** | **Inst.Hours** | **Marks** | | | |
| **CIA** | | **External** | **Total** |
|  | | **PoliticalEconomyinIndia** | **Elective** | **Y** | **-** | **-** | **-** | **3** | **4** | **25** | | **75** | **100** |
| **CourseObjectives** | | | | | | | | | | | | | |
| C1 | Toexplainthebasicconcepts ofpoliticaleconomyinIndia. | | | | | | | | | | | | |
| C2 | Toassesstheimpactofpoliticsontheformulationofpoliciesandgeneraleconomicdevelopment. | | | | | | | | | | | | |
| C3 | Toexaminethepoliticaleconomyperspectiveoneconomicgrowthanddevelopment | | | | | | | | | | | | |
| C4 | Todiscussdevelopmenthistories,contemporaryeconomicissues,andalsofutureeconomicchallenges. | | | | | | | | | | | | |
| C5 | Tocompareandcontrastdifferenttheoriesandideologieswhichworkasabaseforeconomicsystems. | | | | | | | | | | | | |
| **UNIT** | **Content** | | | | | | | | | | **No.ofHours** | | |
| I | Introduction:Meaning,Nature,ScopeandImportanceofPoliticaleconomy-Evolutionofthedebateovertheroleandramificationsof  theBritishcolonialruleforIndia’s economy. | | | | | | | | | | **4** | | |
| II | India’spopulation/demographysinceIndependence-Broadfeatures  -majortrends-regionaldimensions | | | | | | | | | | **4** | | |
| III | Planning in India up to 1991 - Historical roots, evolution of planmodels, Planning Commission Five Year Plans-limitationsandlessons | | | | | | | | | | **4** | | |
| IV | PovertyandinequalityinIndia-Diversityofmeasuresandestimates  -debatesoverthetrendsinthepost-liberalizationperiod-povertyalleviationprogrammesandREGSandtheirefficacy;Self-Help  Groups | | | | | | | | | | **4** | | |
| V | Reforms/Liberalization in India –Political and Economic impact ofLPG–RiseofAntiReformMovements–Pro-activeApproachesoftheGovernment-Roleofmarket,stateandplanninginIndia’s  developmentanditsfuture-NITIAAYOG | | | | | | | | | | **4** | | |
|  | **Total** | | | | | | | | | | **20** | | |
|  | **CourseOutcome** | | | | | | | | | | **ProgrammeOutcome** | | |
| **CO** | **Oncompletionofthiscourse,studentswilllearn** | | | | | | | | | |  | | |
| 1 | TocognizeoutwithIndia’seconomicevolutionfromtheprismofstateandmarketinteractionsinceindependence | | | | | | | | | | PO1,PO2 | | |
| 2 | Toformulateandcommunicaterigorousarguments,sothatstudents  candevelopastrongsenseofpotentialforfurtherresearchon | | | | | | | | | | PO3,PO4 | | |

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|  | India’sdevelopmentfrompoliticaleconomyperspective |  |
| 3 | Todevelopanalyticalskillsofmeasuringthepoliticaldimensionsofeconomicoutputand policy. | PO5,PO6 |
| 4 | Toevaluatetherelevanceofdifferentstakeholdersinformulatingpoliticaleconomy ofany country. | PO7,PO68 |
| 5 | To appraise the historical trajectories and contemporary challengesinthewaytowardsaglobalpoliticaleconomicframework. | PO9,PO10 |
|  | **TextBooks** | |
| 1 | R.Nagaraj,SripadMotiram(eds)(2017),PoliticalEconomyofContemporaryIndia,CambridgeUniversity Press. | |
| 2 | RajuJ Das (2021), ThePoliticalEconomyofNew India,CriticalEssays,AakarBooks. | |
| 3 | M.GovindaRao,NirvikarSingh(2006),ThePoliticalEconomyofFederalisminIndia,OUP India. | |
| 4 | Bardhan.P(1999),ThePoliticalEconomyofDevelopmentinIndia,Oxford,OUPCatalogue. | |
| 5 | Nooruddin.I(2011),CoalitionPoliticsandEconomicDevelopment:CredibilityandtheStrengthof WeakGovernments, Cambridge, CambridgeUniversity Press. | |
|  | **ReferenceBooks** | |
| 1 | RahulMukherji(2010),India'sEconomicTransition-ThePoliticsofReforms,Oxford  UniversityPress. | |
| 2 | Bagchi.A(1982),ThePoliticalEconomyofUnderdevelopment,Cambridge,CambridgeUniversityPress. | |
| 3 | MatthewMcCartney(2009),PoliticalEconomy,GrowthandLiberalizationinIndia,1991-2008,Taylor &Francis. | |
| 4 | FrancineR.Frankel(2006),India'sPoliticalEconomy:TheGradualRevolution(1947-2004),OUPIndia. | |
| 5 | RobJenkins(1999),DemocraticpoliticsandeconomicreforminIndia,CambridgeUniversityPress. | |
|  | **WebResources** | |
| 1 | <https://www.cambridge.org/core/books/political-economy-of-contemporary-india/590052789AF35F236577515F7FF998B1> | |
| 2 | <https://www.jstor.org/stable/4419281> | |
| 3 | <https://study.sagepub.in/ghosh_ipe> | |
| 4 | <https://academic.oup.com/book/7654/chapter/152692435> | |
| 5 | <https://www.routledge.com/Understanding-Indias-New-Political-Economy-A-Great-Transformation/Ruparelia-Reddy-Harriss-Corbridge/p/book/9780415598118> | |

MappingwithProgrammeOutcome:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **PO1** | **PO2** | **PO3** | **PO4** | **PO5** | **PO6** | **PO7** | **PO8** | **PO9** | **PO10** |
| **CO1** | S | S | M | M | S | M | M | M | M | S |
| **CO2** | S | S | M | M | M | M | S | S | M | M |
| **CO3** | S | S | M | M | M | S | M | M | S | L |
| **CO4** | S | S | M | M | S | M | S | S | M | S |
| **CO5** | S | S | M | M | M | S | M | M | S | M |

S-Strong M-Medium L-LowCO-POMapping(CourseArticulation Matrix)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **CO/PO** | **PSO1** | **PSO2** | **PSO3** | **PSO4** | **PSO5** |
| **CO1** | 3 | 3 | 2 | 2 | 3 |
| **CO2** | 3 | 3 | 2 | 2 | 2 |
| **CO3** | 3 | 3 | 2 | 2 | 2 |
| **CO4** | 3 | 3 | 2 | 2 | 3 |
| **CO5** | 3 | 3 | 2 | 2 | 2 |
| **Weightage** | 15 | 15 | 10 | 10 | 12 |
| **Weighted percentage ofCourseContribution toPos** | 3.0 | 3.0 | 2.0 | 2.0 | 2.4 |

COLLABORATIVEGOVERNANCE

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | | **CourseName** | **C**  **ateg** | **L** | **T** | **P** | **S** | **C**  **re** | **Inst.** | **Marks** | | | |
| **CourseCode** | |  |  |  |  |  |  |  |  | **CIA** | | **External** | **Total** |
|  | | **CollaborativeGovernance** | **SEC** | **Y** | **-** | **-** | **-** | **2** | **2** | **25** | | **75** | **100** |
| **CourseObjectives** | | | | | | | | | | | | | |
| C1 | Toprovideafoundationinunderstandingtheconcepts,theoriesandinstitutionalarrangements of CollaborativeGovernance | | | | | | | | | | | | |
| C2 | To developthe skillsnecessaryforeffective inter-sectoral policydevelopment, planning,  andmanagement. | | | | | | | | | | | | |
| C3 | Tocomparethestructure, procedures,and goalsofvarioustypesof inter-sectoralcollaboration. | | | | | | | | | | | | |
| C4 | ToclassifytheroleofStake-HoldersinthePolicymakingProcess. | | | | | | | | | | | | |
| C5 | Todesignandfacilitateinter-sectoralconsensus-buildingprocesses. | | | | | | | | | | | | |
| **UNIT** | **Content** | | | | | | | | | | | **No.ofHours** | |
| I | Introduction:Collaborativegovernment:meaning,dimensions,drivers and outcomes; Governing through collaboration; changingnatureof government:network governance. | | | | | | | | | | | **2** | |
| II | The reality of collaboration: Realizing the Advantage orDisadvantages;Storiesofcollaborativesuccess;Collaborative  governance:thecommunitysectorandcollaborativenetworkgovernance. | | | | | | | | | | | **2** | |
| III | Collaboration:CrisisandChallenges:Collaboratinginacrisis;ThePPPphenomenon;PrivateRolesforPublicGoals;Rationalesand  Reservations;TheDelegator’sDilemma. | | | | | | | | | | | **2** | |
| IV | FormsofCollaboration:CollaborationforProductivity;CollaborationforInformation;CollaborationforLegitimacy;Collaborationfor Resources | | | | | | | | | | | **2** | |
| V | WaysForward:TasksandTools;GettingCollaborationRight;ForgingtheFuture:Payoff s and Perils. | | | | | | | | | | | **2** | |
|  | **Total** | | | | | | | | | | | **10** | |
|  | **CourseOutcome** | | | | | | | | | | | **ProgrammeOutcome** | |
| **CO** | **Oncompletionofthiscourse,studentswilllearn** | | | | | | | | | | |  | |
| 1 | TodemonstratetheImportanceofCollaborationforGoodGovernance. | | | | | | | | | | | PO1,PO2 | |
| 2 | ToevaluatethevariousTheoriesandPractices. | | | | | | | | | | | PO3,PO4 | |
| 3 | Toexamine the nuancesofConflictAnalysisandAssessment. | | | | | | | | | | | PO5,PO6 | |
| 4 | To compare andcontrastthelink betweenCollaborative,PolicyNetworks andNewPoliticalEconomy. | | | | | | | | | | | PO7,PO68 | |
| 5 | Tocriticallyevaluatethepolicymakingmechanismtoenhancegovernmentperformance. | | | | | | | | | | PO9,PO10 | | |
|  | **TextBooks** | | | | | | | | | | | | |
| 1 | DavidE.McNabb,CarlR.Swenson(2021),CollaborationinGovernment:FormsandPractices,Taylor&Francis. | | | | | | | | | | | | |
| 2 | Donahue, J. D., &Zeckhauser, R. J. (2012), Collaborative Governance: Private Roles forPublicGoalsinTurbulentTimes, PrincetonUniversity Press. | | | | | | | | | | | | |
| 3 | YukoAoyamaandBalajiParthasarathy(2016), TheRiseoftheHybridDomain:CollaborativeGovernanceforSocialInnovation,Cheltenham,UK:Edward Elgar. | | | | | | | | | | | | |
| 4 | AnkaKekez,MichaelHowlett(2019),CollaborationinPublicServiceDelivery:PromiseandPitfalls, Edward ElgarPublishing Company. | | | | | | | | | | | | |
| 5 | Thomas(2012),Citizen,Customer,Partner:EngagingthePublicinPublicManagement. | | | | | | | | | | | | |
|  | **ReferenceBooks** | | | | | | | | | | | | |
| 1 | StephenGreenwood,LaurelSinger,WendyWillis(2021),CollaborativeGovernance:Principles,Processes, andPracticalTools, Taylor&Francis | | | | | | | | | | | | |
| 2 | SotiriosKoussouris, YannisCharalabidis (2012), Empowering Open and CollaborativeGovernance: Technologies and Methods for Online Citizen Engagement in Public PolicyMaking,Springer, Berlin Heidelberg. | | | | | | | | | | | | |
| 3 | KirkEmerson,TinaNabatchi(2015),CollaborativeGovernanceRegimes,GeorgetownUniversityPress | | | | | | | | | | | | |
| 4 | CarmenSirianni(2010),InvestinginDemocracy:EngagingCitizensinCollaborativeGovernance,BrookingsInstitution Press. | | | | | | | | | | | | |
| 5 | JacobTorfing(2016),CollaborativeInnovationinthePublicSector,GeorgetownUniversityPress. | | | | | | | | | | | | |
|  | **WebResources** | | | | | | | | | | | | |
| 1 | <https://sites.duke.edu/niou/files/2011/05/Ansell-and-Gash-Collaborative-Governance-in-Theory-and-Practice.pdf> | | | | | | | | | | | | |
| 2 | <https://sk.sagepub.com/reference/hdbk_governance/n25.xml> | | | | | | | | | | | | |
| 3 | <https://www.academia.edu/12890329/Collaborative_Governance_in_Theory_and_Practice> | | | | | | | | | | | | |
| 4 | <https://www.jstor.org/stable/41317401> | | | | | | | | | | | | |
| 5 | <https://academic.oup.com/book/11955/chapter/161173707> | | | | | | | | | | | | |

MappingwithProgrammeOutcome:

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **PO1** | **PO2** | **PO3** | **PO4** | **PO5** | **PO6** | **PO7** | **PO8** | **PO9** | **PO10** |
| **CO1** | S | S | M | M | S | M | M | M | M | S |
| **CO2** | S | S | M | M | M | M | S | S | M | M |
| **CO3** | S | S | M | M | M | S | M | M | S | L |
| **CO4** | S | S | M | M | S | M | S | S | M | S |
| **CO5** | S | S | M | M | M | S | M | M | S | M |

S-Strong M-Medium L-LowCO-POMapping(Course Articulation Matrix)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **CO/PO** | **PSO1** | **PSO2** | **PSO3** | **PSO4** | **PSO5** |
| **CO1** | 3 | 3 | 2 | 2 | 3 |
| **CO2** | 3 | 3 | 2 | 2 | 2 |
| **CO3** | 3 | 3 | 2 | 2 | 2 |
| **CO4** | 3 | 3 | 2 | 2 | 3 |
| **CO5** | 3 | 3 | 2 | 2 | 2 |
| **Weightage** | 15 | 15 | 10 | 10 | 12 |
| **Weighted percentage ofCourseContribution toPos** | 3.0 | 3.0 | 2.0 | 2.0 | 2.4 |

INNOVATIONSINPUBLICADMINISTRATION

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | | **CourseName** | **C**  **ateg** | **L** | **T** | **P** | **S** | **C**  **re** | **Inst.** | **Marks** | | |
| **CourseCode** | |  |  |  |  |  |  |  |  | **CIA** | **External** | **Total** |
|  | | **Innovationsin Public**  **Administration** | **AEC** | **Y** | **-** | **-** | **-** | **2** | **2** | **25** | **75** | **100** |
| **CourseObjectives** | | | | | | | | | | | | |
| C1 | Todemonstratehowthepublicserviceprovisioncanbedeliveredmoreefficiently,fasterandatlowercosts. | | | | | | | | | | | |
| C2 | To validatethe opportunitiesand instrumentsdetermining important benefitsfor societyandimprovingthepublicvalue. | | | | | | | | | | | |
| C3 | Togiveemphasisonhighqualityinstitutionsandgovernancestructures,physicalcapital,humancapitaland knowledgeaskey drivers of economicgrowth. | | | | | | | | | | | |
| C4 | Toestablishhowthee-strategyisaimedatmakinglifeeasierforusers,theeffectiveand  efficientuseofresources,ensuringthesecurityandprivacyofcitizensandbusinesses. | | | | | | | | | | | |
| C5 | Toexaminehowpublicorganizationsaredevelopingnewideasandnewknowledgeaspartofinnovationprocessesandhowtheorganizationslearnor failto learn. | | | | | | | | | | | |
| **UNIT** | **Content** | | | | | | | | | | **No.ofHours** | |
| I | Innovationsinadministration:PerspectivesandChallenges–  CharacteristicsandPatternsofInnovations–RoleofInstitutionsforpromotingInnovations | | | | | | | | | | **2** | |
| II | InnovationsinPublicServices –HistoricalPerspective–IncreasingCapacityofOrganizations-Transparency,AccountabilityandResponsiveness–Improvingtheservicedeliverymechanism–  InnovativeApproachesandBestPractices | | | | | | | | | | **2** | |
| III | Leadership and Innovation – Participation in Decision – makingthroughInnovativemechanism–E–participation–Citizen’sParticipation in Innovations – Enhancing Knowledge Managementin administration – Best Practices in Knowledge Management andCollaboration | | | | | | | | | | **2** | |
| IV | Administrative Improvement: O&M Approach; Work Study andWorkMeasurement;OperationalResearchandUseofICT;ProgramEvaluationandReviewTechnique;CriticalPathMethod. | | | | | | | | | | **2** | |
| V | Evaluation,DevelopmentandChange:ProgramEvaluationandPerformanceMeasurement;NewIndicatorsandMethods;ManagementbyObjectivesanditsapplicationinPublicAdministration;TQM;Re-engineering;Benchmarkingand  Empowerment | | | | | | | | | | **2** | |
|  | **Total** | | | | | | | | | | **10** | |

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| --- | --- | --- | --- |
|  | **CourseOutcome** | | **ProgrammeOutcome** |
| **CO** | **Oncompletionofthiscourse,studentswilllearn** | |  |
| 1 | Tounderstandtheneedtoimproveinteractionbetweengovernmentandcitizensthroughthesimplificationofproceduresandcontributetoopen government. | PO1,PO2 | |
| 2 | Toaffirmhowaccountability,transparency andfairnessbecomesacentralconceptsof democraticgovernments. | PO3,PO4 | |
| 3 | Toidentifythetoolssuchasforesightandspeculative,participatoryandservicedesigncanbringinnovativeapproachestogovernment,whileworkingwithlargenumberofstakeholders andcitizens. | PO5,PO6 | |
| 4 | To appreciate how anew organizational architecture with lesshierarchyandwithaninnovativewaytoco-design,includinginitiativeswithcitizens,couldattractpeoplewithnovelandcreative  solutions. | PO7,PO68 | |
| 5 | Toestablishtheuseofnewskillsforpublicadministrationcould  improveitseffectivenessandbetterpreparednessforthefutureenhancingcreativitytoidentifyemergingchallenges. | PO9,PO10 | |
|  | **TextBooks** | | |
| 1 | Gadkari,S.S.&Kolhatkar,M.R.(2000),InnovationsinPublicAdministration,NewDelhi,AlliedPublishers. | | |
| 2 | M.Bhattacharya(2011),NewHorizonsofPublicAdministration,NewDelhi,JawaharPublishers. | | |
| 3 | AnanthPadmanabhan,EzekielJ.Emanuel,HarbirSingh(2017),IndiaasaPioneerofInnovation,OUPIndia. | | |
| 4 | Ali Farazamand(2004),SoundGovernance:PolicyandAdministrative Innovations,USA,  PraegerPublishers. | | |
| 5 | KatheCallahan(2007),ElementsofEffectiveGovernance:Measurement,AccountabilityandParticipation, BocaRaton,CRCPress, TaylorandFrancisGroup. | | |
|  | **ReferenceBooks** | | |
| 1 | DepartmentofAdministrativeReformsandPublicGrievances,GovernmentofIndia(2008),SplendourintheGrass:Innovations inAdministration, PenguinEnterprises. | | |
| 2 | KerryBrown,StephenP.Osborne(2012),ManagingChangeandInnovationinPublicServiceOrganizations, Taylor &Francis. | | |
| 3 | SandfordF.Borins(2014),ThePersistence ofInnovationinGovernment,BrookingsInstitutionPress. | | |
| 4 | AroonP.Manoharan,JamesMcQuiston(2018),InnovativePerspectivesonPublic  AdministrationintheDigitalAge,IGIGlobal. | | |
| 5 | LouiseBrown,StephenP.Osborne(2013),HandbookofInnovationinPublicServices,EdwardElgar. | | |
|  | **WebResources** | | |
| 1 | <http://www.innovations.harvard.edu/> | | |
| 2 | [https://publicadministration.un.org/publications/content/PDFs/E-Library%20Archives/2006%20Innovations%20in%20Governance\_Replicating%20What](https://publicadministration.un.org/publications/content/PDFs/E-Library%20Archives/2006%20Innovations%20in%20Governance_Replicating%20What%20Works.pdf)  [%20Works.pdf](https://publicadministration.un.org/publications/content/PDFs/E-Library%20Archives/2006%20Innovations%20in%20Governance_Replicating%20What%20Works.pdf) | | |
| 3 | [https://publicadministration.un.org/publications/content/PDFs/E-Library%20Archives/2009%20Innovation%20in%20Pub%20Admin%20to%20Achieve%](https://publicadministration.un.org/publications/content/PDFs/E-Library%20Archives/2009%20Innovation%20in%20Pub%20Admin%20to%20Achieve%20MDGs.pdf)  [20MDGs.pdf](https://publicadministration.un.org/publications/content/PDFs/E-Library%20Archives/2009%20Innovation%20in%20Pub%20Admin%20to%20Achieve%20MDGs.pdf) | | |
| 4 | [https://unece.org/DAM/ceci/publications/Innovation\_in\_the\_Public\_Sector/Public\_SectorInnovation\_for\_web.pdf](https://unece.org/DAM/ceci/publications/Innovation_in_the_Public_Sector/Public_Sector%20Innovation_for_web.pdf) | | |
| 5 | <https://innovateindia.mygov.in/cbc-inviting-innovations/> | | |

MappingwithProgrammeOutcomes:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **PO1** | **PO2** | **PO3** | **PO4** | **PO5** | **PO6** | **PO7** | **PO8** | **PO9** | **PO10** |
| **CO1** | S | S | M | M | S | M | M | M | M | S |
| **CO2** | S | S | M | M | M | M | S | S | M | M |
| **CO3** | S | S | M | M | M | S | M | M | S | L |
| **CO4** | S | S | M | M | S | M | S | S | M | S |
| **CO5** | S | S | M | M | M | S | M | M | S | M |

S-Strong M-Medium L-LowCO-POMapping(CourseArticulation Matrix)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **CO/PO** | **PSO1** | **PSO2** | **PSO3** | **PSO4** | **PSO5** |
| **CO1** | 3 | 3 | 2 | 2 | 3 |
| **CO2** | 3 | 3 | 2 | 2 | 2 |
| **CO3** | 3 | 3 | 2 | 2 | 2 |
| **CO4** | 3 | 3 | 2 | 2 | 3 |
| **CO5** | 3 | 3 | 2 | 2 | 2 |
| **Weightage** | 15 | 15 | 10 | 10 | 12 |
| **Weighted percentage ofCourseContribution toPos** | 3.0 | 3.0 | 2.0 | 2.0 | 2.4 |

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