

Gandhigram Rural Institute – Deemed to be University
(Ministry of Education, Govt. of India)

Accredited by NAAC with “A” Grade (3rd Cycle)

Item No: I

M.A. Development Administration

Objectives of the Programme:

1. To prepare students for various competitive examinations conducted by UPSC and TNPSC.
2. To prepare students for teaching positions in Universities and Colleges.
3. To prepare students for Research in Social Sciences.
4. To prepare students for positions in Nongovernmental and Corporate organizations.

Special Features of the Programme:

1. The syllabus of the programme includes inputs for competitive examinations.
2. Internship opportunities for students in reputed organization are provided.
3. Village placement programme is included to train students for community work.
4. Guest Lectures by distinguished I.A.S. Officers and eminent scholars are arranged.
5. Latest computer skills are given to increase the learning ability and employability of the students.
6. Placement opportunities in reputed organizations are given to the final year students of Gandhigram Rural Institute – Deemed to be University.

Department

The Department of Political Science and Development Administration is a nationally known centre for its academic, Research and outreach activities. UGC under SAP (Special Assistance Programme) gives special grants to the department for research and academic activities. The Department has distinguished retired I.A.S officers and eminent academicians as Adjunct professors. It has academic relationship with reputed institutions like Tata Institute of Social Sciences (TISS) Mumbai, Institute of Rural Management (IRMA) Anand, National Institute of Rural Development and Panchayati Raj (NIRD&PR) Hyderabad, State Institute of Rural Development (SIRD) Tamil Nadu, Kerala Institute of Local Administration (KILA) Thrissur. It has a well equipped Library, Smart Classrooms, Seminar Halls and Computer labs for the use of students.

Eligibility:

A pass in Higher Secondary Examination in any academic stream or its equivalent

TEMPLATE FOR M.A. FIVE YEAR INTEGRATED PROGRAMME

S.NO	CATEGORY	NO. OF CREDITS
1.	Part-I Language : Tamil/Hindi/Malayalam/French (3 courses)	09
2.	Part-II Language: English (3 courses)	09
		} 018
3.	Part-III Core Courses i) Major Course: a) Department Course (25 courses) b) Applied Research Course (2 courses) C) GIS Course (1 Course) ii) Allied Courses (4 courses) iii) Electives: a) Discipline Centric (3 courses) b) Generic (3 courses) iv) Modular Course: (2 Courses) v) Dissertation vi) Internship	100 08 04 16 09 09 04 06 06
		} 162
4.	Part-IV i) Environmental Studies ii) Skill Development Course: a) Computer Course (3 courses) b) Communication and Soft skills (1 course) iii) Language –III: Core Hindi/Tamil/Malayalam (2 courses) iv) Gandhian Studies (1 course) v) Extension Education (1 course)	04 09 02 04 02 02
		} 023
5.	Part-V i) NSS/Sports/Fine Arts ii) Yoga iii) Shanti Sena iv) VPP v) Human Values and Professional Ethics vi) Extension/Field Visit (5 courses)	01 01 01 02 02 05
		} 012
	Total	215

**PROGRAMME PACKAGE
I SEMESTER**

S. No.	Category	Course Code	Courses	Credits	Hours	Evaluation		
						CFA	ESE	Total Marks
1.1	Language (Part I)	21TAMI0101 21HIDI0101 21MALI0101 21FREI0101	Language I (Tamil / Hindi /Malayalam / French)	3	3	40	60	100
1.2	Language (Part II)	21ENGI0101	Language II (English)	3	3	40	60	100
1.3	Language (Part IV)	21CHAI0001 21CTAI0001 21CMLI0001	Language III (Core Hindi /Core Tamil/ Core Malayalam)	2	2	20	30	50
1.4	Part V	21GTPI0001	Gandhi's Life, Thought and Work	2	2	20	30	50
1.5	Part V	21EXN10001	Extension Education	2	2	20	30	50
1.6	Allied Course (Part – III)	21DRDI01A1	Rural Development in India: Policies and Programmes	4	4	40	60	100
1.7	Core Course (Part – III)	21PSDI0101	Principles of Political Science	4	4	40	60	100
1.8	Part - V	21PSDI01F1	Extension / Field Visit	1	2	50		50
Total				21	22			

II SEMESTER

S. No.	Category	Course Code	Courses	Credits	Hours	Evaluation		
						CFA	ESE	Total Marks
2.1	Language (Part - I)	21TAMI0201 21HIDI0201 21MALI0201 21FREI0201	Language I (Tamil/Hindi/Malayalam/ French)	3	3	40	60	100
2.2	Language (Part - II)	21ENGI0202	Language II(English)	3	3	40	60	100
2.3	Language (Part - IV)	21CHAI0002 21CTAI0002 21CMLI0002	Basic Language Core Hindi/Core Tamil/ Core Malayalam)	2	2	20	30	50
2.4	Part V	21NSSI0001 21SPOI0001 21FATI0001	NSS/Sports/Fine Arts	1	1	50		50
2.5	Part V	21YOGI0001	Yoga	1	1	50		50
2.6	Part – IV	21EVSI0001	Environmental Studies	4	3+2	40	60	100
2.7	Allied Course (Part – III)	21ECOI02A1	Elements of Economics	4	4	40	60	100
2.8	Core Course (Part – III)	21PSDI0202	Introduction to Public Administration – I	4	4	40	60	100
Total				22	23			

III SEMESTER

S. No.	Category	Course Code	Courses	Credits	Hours	Evaluation		
						CFA	ESE	Total Marks
3.1	Language (Part – I)	21TAMI0301 21HIDI0301 21MALI0301 21FREI0301	Language I (Tamil/Hindi/Malayalam/ French)	3	3	40	60	100
3.2	Language (Part – II)	21ENGI0303	Language II(English)	3	3	40	60	100
3.3	Skill Development Course (Part – IV)	21ENGI00C1	Communication and Soft Skills	2	2	20	30	50
3.4	Part V	21EXNI03V1	VPP	2	**	50		50
3.5	Allied Course (Part – III)	21ECOI03A2	Indian Economy	4	4	40	60	100
3.6	Core Course (Part – III)	21PSDI0303	Introduction to Public Administration – II	4	4	40	60	100
3.7	Core Course (Part – III)	21PSDI0304	Local Government: Theory and Practice	4	4	40	60	100
Total				22	20			

IV SEMESTER

S. No.	Category	Course Code	Courses	Credits	Hours	Evaluation		
						CFA	ESE	Total Marks
4.1	Part – V	21SHSI0001	Shanthi Sena	1	1	50		50
4.2	Skill Development Course (Part IV)	21CSAI0401	Web Designing Theory Practical	2	2	20	30	50
				1	2	30	20	50
4.3	Allied Course (Part – III)	21SOCIO4A1	Social Dimensions of Development	4	4	40	60	100
4.4	Core Course (Part – III)	21PSDI0405	Panchayati Raj System in India	4	4	40	60	100
4.5	Core Course (Part – III)	21PSDI0406	Indian Constitution - I	4	4	40	60	100
4.6	Core Course (Part – III)	21PSDI0407	Basic Principles of Management	4	4	40	60	100
4.7	Part - V	21PSDI04F2	Extension / Field visit	1	2	50		50
Total				21	23			

V SEMESTER

S. No.	Category	Course Code	Courses	Credits	Hours	Evaluation		
						CFA	ESE	Total Marks
5.1	(Part III)	21PSDI00DX	Elective – Discipline Centric	3	3	40	60	100
5.2	Core Course (Part – III)	21PSDI0508	Development Administration: Concepts and Principles	4	4	40	60	100
5.3	Core Course (Part – III)	21PSDI0509	Indian Constitution - II	4	4	40	60	100
5.4	Core Course (Part – III)	21PSDI0510	Organizational Behaviour	4	4	40	60	100
5.5	Core Course (Part – III)	21PSDI0511	Indian Administration	4	4	40	60	100
5.6	(Part – V)	21PSDI05F3	Extension / Field visit	1	2	50		50
Total				20	21			

VI SEMESTER

S. No	Category	Course Code	Courses	Credits	Hours	Evaluation		
						CFA	ESE	Total Marks
6.1	(Part – III)		Elective – Generic	3	3	40	60	100
6.2	Skill Development Course (Part IV)	21CSAI0602	Digital Marketing Theory Practical	2 1	2 2	20 30	30 20	50 50 } 100
6.3	Core Course (Part – III)	21PSDI0612	State Administration in India	4	4	40	60	100
6.4	Core Course (Part – III)	21PSDI0613	Issues in Indian Polity	4	4	40	60	100
6.5	Core Course (Part – III)	21PSDI0614	Administrative Thinkers - I	4	4	40	60	100
6.6	Core Course Part - III	21PSDI0615	Development: Concepts and Principles	4	4	40	60	100
Total				22	23			

VII SEMESTER

S. No.	Category	Course Code	Courses	Credits	Hours	Evaluation		
						CFA	ESE	Total Marks
7.1	Skill Development Course (Part IV)	21CSAI0703	R Programming Data Analysis Theory Practical	2 1	2 2	20 30	30 20	50 50 } 100
7.2	Electives (Part – III)		Elective – Generic	3	3	40	60	100
7.3	Core Course (Part – III)	21APRI0001	Research Methodology	4	4	40	60	100
7.4	Core Course (Part – III)	21PSDI0716	Administrative Thinkers – II	4	4	40	60	100
7.5	Core Course (Part – III)	21PSDI0717	Personnel Administration	4	4	40	60	100
7.6	Part – III	21PSDI00MX	Modular Course – I	2	2	50		50
7.7	Part - V	21PSDI07F4	Extension / Field visit	1	2	50		50
Total				21	23			

VIII SEMESTER

S. No.	Category	Course Code	Courses	Credits	Hours	Evaluation		
						CFA	ESE	Total Marks
8.1	Part - III	21PSDI00DX	Elective – Discipline Centric	3	3	40	60	100
8.2	Core Course (Part – III)	21APRI0002	Applied Statistics	4	4	40	60	100
8.3	Core Course (Part – III)	21PSDI0818	Financial Administration	4	4	40	60	100
8.4	Core Course (Part – III)	21PSDI0819	Gandhian Frame work for Development	4	4	40	60	100
8.5	Core Course Part - III	21PSDI0820	Civil Services and Recruitment Process in India	4	4	40	60	100
8.6	Part - III	21PSDI00MX	Modular Course – II	2	2	50		50
Total				21	21			

IX SEMESTER

S. No.	Category	Course Code	Courses	Credits	Hours	Evaluation		
						CFA	ESE	Total Marks
9.1	Part – III		Elective – Generic	3	3	40	60	100
9.2	Core Course (Part – III)	21GISI0901	Geographical Information System for Development Administration	4	8	60	40	100
9.3	Core Course (Part – III)	21PSDI0921	Environmental Administration	4	4	40	60	100
9.4	Core Course (Part – III)	21PSDI0922	Comparative Public Administration	4	4	40	60	100
9.5	Core Course (Part – III)	21PSDI0923	Public Policy Analysis	4	4	40	60	100
9.6	Human Values and Professional Ethics (Part – V)	21PSDI09H1	Ethics and Values in Public Administration	2	2	50		50
9.7	Part - V	21PSDI09F5	Extension/ Field visit	1	2	50		50
Total				22	27			

X SEMESTER

S. No.	Category	Course Code	Courses	Credits	Hours	Evaluation		
						CFA	ESE	Total Marks
10.1	Electives (Part – III)	21PSDI00DX	Electives – Discipline Centric	3	3	40	60	100
10.2	Core Course (Part – III)	21PSDI1024	Development Administration in India	4	4	40	60	100
10.3	Core Course (Part – III)	21PSDI1025	Decentralization and Self Governance: Theory and Principles	4	4	40	60	100
10.4	Part – III	21PSDI1026	Dissertation	6	12	75	75+50*	200
10.5	Part - III	21PSDI1027	Internship	6	@	100		100
Total				23	23			
Total Credits: 215								

**** VPP – Duration: One week**

***External Valuation – 75 Marks; Viva-voce (Joint Sitting) – 50 Marks**

@ Internship – Duration: One month

Electives: Discipline Centric

S.No.	Course Code	Course
1	21PSDI00D1	Political Theory
2	21PSDI00D2	Modern Governments
3	21PSDI00D3	Modern Political Analysis
4	21PSDI00D4	Human Rights: Concepts and Principles
5	21PSDI00D5	Human Rights and Constitution of India
6	21PSDI00D6	Tamil Nadu Panchayati Raj System
7	21PSDI00D7	Comparative Panchayati Raj System
8	21PSDI00D8	Rights Based Development
9	21PSDI00D9	Gender Issues and Development
10	21PSDI00DA	Modern India
11	21PSDI00DB	Issues in Public Administration
12	21PSDI00DC	Common Property Resource Management
13	21PSDI00DD	Participatory Rural Appraisal
14	21PSDI00DE	Project Formulation, Implementation and Evaluation

Modular Courses

S.No.	Course Code	Course
1	21PSDI00M1	Citizenship Building
2	21PSDI00M2	Community Outreach and its Implication
3	21PSDI00M3	Individual Community Collective Social Responsibility
4	21PSDI00M4	Good Governance
5	21PSDI00M5	Indian Political Thinkers
6	21PSDI00M6	Indian Foreign Policy

Human Values and Professional Ethics

S.No.	Course Code	Course
1	21PSDI09H1	Ethics and Values in Public Administration

Value Added Courses

S.No.	Course Code	Course
1	21PSDI00S1	Life Skill
2	21PSDI00S2	Personality Development
3	21PSDI00S3	Right to Information
4	21PSDI00S4	Public Speaking
5	21PSDI00S5	Social Capital
6	21PSDI00S6	Financial Literacy
7	21PSDI00S7	Leadership Skills
8	21PSDI00S8	Corporate Social Responsibility

Allied Course offered by the Department

S.No.	Course Code	Courses
1	21PSDI00D4 / 21PSDI00A1/ 21PSDU00A1	Human Rights: Concepts and Principles
2	21PSDI00A2/ 21PSDU00A2	Indian Constitution

SEMESTER – I

1.7 Principles of Political Science

Course Code: 21PSDI0101

Credits: 4

Course Objective

1. Students are exposed to the fundamental concepts of Political Science in this course.

Learning Outcomes

1. Students will learn the basic features of state, society, community, nation and sovereignty.
2. Students will learn the forms, powers and functions of government.

Course Units

Unit – 1 : State and Nation

Meaning, Nature and Scope of Political Science – State and Society – State and Community – Nation – Nationality – Elements of Nationalism.

Unit – 2 : Sovereignty

Definition – Characteristics of Sovereignty – Kinds of Sovereignty – Austin’s Theory of Sovereignty – Pluralism.

Unit - 3 : Forms of Government

Democracy and Dictatorship - Direct Legislation - Devices of Direct Democracy - Initiative, Referendum, Plebiscite, Recall.

Unit – 4 : Constitutions and the Separation of Powers

Written and Unwritten Constitution, Rigid and Flexible Constitution - Federal and Unitary Constitutions - Theory of Separation of Powers.

Unit – 5 : Functions of the Government

Legislature - Executive – Judiciary.

Suggested Readings

1. Mahajan V.D, Principles of Political Science, New Delhi: S. Chand and Company, 1994.
2. Kapoor A.C., Principles of Political Science, New Delhi: S. Chand and Company, 1997.
3. Asirvatham, Political Theory, Lucknow: The Upper India Publishing House Ltd, 1985.
4. Appadorai A, The Substance of Politics, (latest edition) Delhi: Oxford University, 1998.
5. Friedrich C.J., Constitutional Government and Democracy, New Delhi: Oxford University Press, 1989.

SEMESTER – II

2.8 Introduction to Public Administration – I

Course Code: 21PSDI0202

Credit: 4

Course Objective

1. To introduce the basic concepts of organization and management in Public Administration.

Learning Outcomes

1. To help students learn the Fundamentals of Public Administration.
2. To introduce the emerging in Public Administration.

Unit – 1 : Introduction

Meaning, nature, scope and significance of Public Administration – Evolution of Public Administration - Public and Private Administration - New Dimensions of Public Administration: New Public Administration and New Public Management.

Unit – 2 : Organizational Concepts

Principles of Organization: Hierarchy – Unity of Command – Span of Control – Group Dynamics –Specialization – Centralization and Decentralization – Delegation.

Unit – 3 : Organization – Principles and Structure

Organization and its Principles: Line, Staff and Auxiliary Agencies – Department, Corporation, Companies, Bureau, Boards and Commissions – Field Establishments – Advisory Bodies – Ad-hoc Committees – Public Enterprises.

Unit – 4 : Management

Nature and objectives of Management – Policy Formulation – Decision Making – Leadership – Planning – Supervision – Coordination – Public Relations.

Unit – 5 : Administrative Improvement

Administrative Procedure – Organization and Method (O & M), O and M in India – Techniques of O and M – Work Simplifications.

Suggested Readings

1. Vishnoo Bhagwan and Vidya Bhushan, Public Administration, S.Chand and Company, New Delhi, 2016.
2. Avasthi and Maheswari, Public Administration, L.N.Agarwal Publishers, New Delhi, 2012.
3. Battacharya, Mohit, New Horizons of Public Administration, New Delhi, Jawahar Publishers, 2013.
4. Hendry, Nicholar, Public Administration and Public Affairs, Prentice Hall of India, New Delhi, 2006.
5. Frant J.Goodnow, Politics and Administration: A study in government, New York: Transaction Publishers, 2003.

SEMESTER – III

3.6 Introduction to Public Administration – II

Course Code: 21PSDI0303

Credit: 4

Course Objective

1. To familiarize students with the dynamics and working of Public Administration.

Learning Outcomes

1. To learn the need for responsible administration and integrity in administration.
2. To introduce the functions of Personnel and Financial Administration.

Unit – 1 : Personnel Administration

Evolution of Civil Service – Bureaucracy – Recruitment, Training – Position Classification – Promotion – Machinery for Personnel Administration – Reforms in Personnel Administration – Generalist vs Specialist.

Unit – 2 : Administrative Law and Procedures

Administrative Legislations – Delegated Legislation – Administrative Law vs Rule of Law – Administrative Adjudication – Administrative Tribunal – Bases of Control – Administrative Procedures.

Unit – 3: Financial Administration

Financial Administration – Budgetary Process – Legislation of Budget – Money Bill – Financial Committees – Parliament Control over Finance – Accounting and Audit.

Unit – 4 : Administrative Responsibility

Forms of Administrative Control: Parliament Control over Administration – Executive Control over Administration - Judicial Control over Administration – Legal Remedies – Writ Petitions – Public control over Administration.

Unit – 5 : Integrity in Administration

Integrity in Administration – Corruption in Administration – Citizen and Administration – RTI – Right to Services – ARC's and its recommendations in India.

Suggested Readings

1. Vishnoo Bhagwan and Vidya Bhushan, Public Administration, S.Chand and Company, New Delhi, 2016.
2. Avasthi and Maheswari, Public Administration, L.N.Agarwal Publishers, New Delhi, 2012.
3. Battacharya, Mohit, New Horizons of Public Administration, New Delhi, Jawahar Publishers, 2013.
4. Hendry, Nicholar, Public Administration and Public Affairs, Prentice Hall of India, New Delhi, 2006.
5. Frant J.Goodnow, Politics and Administration: A study in government, New York: Transaction Publishers, 2003.

3.7 Local Government: Theory and Practice

Course Code: 21PSDI0304

Credit: 4

Course Objective

1. To expose the students to have a macro perspectives on the theory and practice of Local Government in different countries.

Learning Outcomes

1. To familiarize students with the concept and significance of local government.
2. To introduce students the practices of local government in developed and developing countries.

Course Units

Unit – I: Introduction

The rise of Local Government (An overview) –Local Government Reforms and Bureaucratic Accountability - Problems of Local Accountability (unequal local power structure, overdeveloped bureaucracy and its dominance, bureaucracy-local elite nexus).

Unit – II: Local Government Theory and Principles

Local government to Local Governance – The Theory (Conceptual Perspectives on local governance and Central-Local Relations) – The Practice (Alternative models of Local Governance and Central-Local Relations)

Unit – III: Local Government in Different Countries

Local Government in USA, UK, and China

Unit – IV: Local Government in Different Countries

Local Government in Japan, South Africa, and Brazil

Unit – V: Local Government and Development

Development and Local Democracy — Local Government and Peoples Participation - Local Government and Service Delivery – Future of local governments.

Suggested Readings

1. Pattnayak, Raimann (ed.) Local Government Administration Reform, New Delhi: Anmol Publications, 2002.
2. Kawame Badu Antwi – Boasiako and others, The Theories of Decentralization and Local Government: Implementation, Implication and Realities – a Global Perspectives, Stephen F.Austein University Press, 2014.
3. S.R. Maheshwari, Local Government in India (Agra: Lakshmi Narain Aggarwal 1984)
4. Local Government Administration Reform: Raimann Pattanayak, Anmol Publication Private Ltd, New Delhi, 1994.
5. P. Bardhan & D. Mookherjee. Decentralization and Local Governance in Developing Countries: A Comparative Perspective. New York: Oxford University Press, 2007.
6. Janice Morphet. Modern Local Government. Sage Publications, New Delhi, 2008.
7. Anwar Shah. Local Governance in Industrial Countries. The World Bank, 2006
8. Anwar Shah. Local Governance in Developing Countries. The World Bank, 2006

SEMESTER – IV
4.4 Panchayati Raj System in India

Course Code: 21PSDI0405

Credit: 4

Course Objective

1. To familiarize Students on the significance of Panchayati Raj System in India
2. To understand the importance of Social Justice in Grassroots Governance

Learning Outcomes

1. Students will learn the salient features of the 73rd Amendment Act
2. Students will learn the working of Panchayat Raj system in different parts of India

Course Units

Unit – I: Introduction

Gandhian Vision of Gram Swaraj - Panchayati Raj in Constitutional Assembly Debates - Panchayati Raj in Directive Principles – Local government in Ancient India – Local government during the British period – Local Government after 1947.

Unit – II: Evolution of Panchayati Raj System and Democratic Decentralization in India

Community Development Programme - Balwant Rai Mehta Committee Report and Implementation of the Three Tier System - Ashok Mehta Committee Report – L.M. Singvi Committee Report.

Unit – III: Constitutionalization of Panchayati Raj

73rd Constitutional Amendment Act 1992 (salient features) - Powers and functions of Panchayati Raj Institutions - Panchayati Raj in Scheduled Areas – PESA Act, 1996 – Scheduled Areas - 6th Schedule – 5th Schedule - Eleventh Schedule.

Unit – IV: Panchayati Raj System in Tamil Nadu

Panchayati Raj System in Tamil Nadu - Structure, Powers and Function - Critical Appraisal

Unit – V: Comparative Panchayati Raj System

Comparative Panchayati Raj System - Kerala -West Bengal - Karnataka – Critical appraisal of the working of Panchayati Raj System in India

Suggested Reading

1. Palanithurai, G. (ed.) Dynamics of New Panchayati Raj Systems in India Vol. I & II, New Delhi: Concept Publishing House, 2002.
2. Palanithurai, G., New Panchayati Raj in Tamil Nadu (with the Act in original) New Delhi: Concept Pub., 2003
3. Sanyal, B.M. India: decentralized planning, themes and issues, Concept, New Delhi, 2001.
4. Pattnayak, Raimann (ed.) Local Government Administration Reform, New Delhi: Anmol Publications, 2002.
5. Verma, B.M. Social Justice and Panchayati Raj, New Delhi: Mittal Publications, 2002.
6. D. Bandyopadhyay (ed.). New Issues in Panchayati Raj. New Delhi: Concept Publishing Company, 2004.
7. P.S.K. Menon (ed.). Panchayati Raj in Scheduled Areas: A Critical Study. New Delhi: Concept Publishing Company, 2003.
8. R.P. Joshi. Constitutionalization of Panchayati Raj: A Reassessment. New Delhi: Rawat Publications, 1998.

4.5 Indian Constitution - I

Course Code: 21PSDI0406

Credits: 4

Course Objective

1. To introduce the basic principles and features of the Indian Constitution.

Learning Outcomes

1. To familiarize students with Fundamental Rights and their application
2. To help students understand the working of Executive, Legislature and Judiciary in India.

Course Units

Unit – 1 : Making of Indian Constitution

Evolution of Indian Constitution - Constitution making process- Constituent Assembly- Philosophy- Preamble - Salient Features of Indian Constitution.

Unit – 2 : Fundamental Rights and Directive Principles

Fundamental Rights - Directive Principles of State Policy – Fundamental Duties.

Unit – 3 : Union Executive

President – Election- Powers and Functions- Council of Ministers- Prime Minister- Position and Powers- Relationship between Prime Minister and President.

Unit – 4 : Union Legislature

Structure, Powers and Functions – Speaker - Power and Functions - Procedures of Constitutional Amendment.

Unit – 5 : Judiciary in India

Judiciary - Supreme Court Composition of Judiciary - Power and Functions - Judicial Review- Basic structure of the Constitution.

Suggested Readings

1. Basu D.D., Introduction to Indian Constitution, New Delhi: Prentice Hall of India Private Limited, 1994.
2. Pylee M.V., Constitutional Government in India, New Delhi: S. Chand and Company, 1984.
3. Basu D.D., Shorter Constitution of India, New Delhi: Prentice Hall, 1981.
4. Johari, Indian Government and Politics, Delhi: Vishal Publications, 1984.
5. Siwach J.R., Dynamics of Indian Government and Politics, New Delhi: Sterling Publishers Private Limited, 1985.

4.6 Basic Principles of Management

Course Code: 21PSDI0407

Credits: 4

Course Objective

1. To familiarize students with the principles of management.

Learning Outcomes

1. To learn the concepts and principles of management.
2. To keep the students understand the application of management tools in organizations.

Course Units

Unit – 1: Nature and Functions of Management

Definition of Management - Management Functions - Principles of Management - Importance of Management - Management - A Profession.

Unit – 2 : Organization

Principles of Organization - Process of Organization - MBO Organization Structure - Departmentalization - Meaning and types of Decision Making - Steps and Limits in Rational Decision Making difficulties in Decision Making.

Unit – 3 : Leadership

Characteristics of Leadership - Functions and Conditions of Effective Leadership - Approaches to Leadership. Leadership styles in Indian Organizations - Leadership Assessment.

Unit - 4: Control and Co-ordination

Significance of Control, Steps in Controlling, Management by exception - Requirement of effective Control - Meaning - Co-ordination - Co-operation - Types of Co-ordination - Principles of Co-ordination.

Unit - 5: Compensation, Training and Development

Compensation, Significance and types of Compensations- Training and Development- Types and Advantages of Training Programmes - Training Methods - Selection of Training Method - Training Methods for Managers - Evaluation of Training and Development

Suggested Readings

1. Tripathi P.C. and Reddy P.N., Principles of Management, New Delhi: Tata McGraw - Hill Publishing Company Ltd., 1993.
2. Harold Koontz & Heinz Weihrich., Essentials of Management, New Delhi: McGraw - Hill Publishing Company, 1990.
3. Harald Koontz D and Cyril J.O' Donell, Principles of Management: An Analysis of Managerial Functions, Tokyo: McGraw Hill, 1972.
4. Shyamal Banarjee, Principles and Practice of Management, New Delhi: Oxford and IBH Publishing Company, 1981.

SEMESTER – V

5.2 Development Administration: Concepts and Principles

Course Code:21PSDI0508

Credit: 4

Course Objective

1. To introduce basic concepts and principles of Development Administration.

Learning Outcomes

1. To help students understand basic concepts and significance of Development Administration
2. To help students comprehend the special nature of Development Administration.

Unit – 1 : Introduction

Meaning and Growth of Development Administration – Scope and Significance of Development Administration – Administration for Development.

Unit – 2 : Thrust Areas

Political Development, Social Development and Economic Development – Development in International Context – Changing nature of Development Administration.

Unit – 3 : Concepts

Growth and Development – Sustainable Development – Capacity Building – Human Development – Gender Development.

Unit – 4 : Theories and Models

Distinction between Development Administration and General Administration – Riggs model of Development Administration – Ecological dimensions of Development Administration – Theories and assumptions of Development Administration.

Unit – 5 : Emerging Issues

Bureaucracy and Development – Development in the era of Liberalization, Privatization and Globalization – Impact of Globalization on Development Administration in Developing Countries – Development Administration at various spatial levels.

Suggested Readings

1. Paleker, S.A. Development Administration, PHI Learning, New Delhi, 2012
2. Hari Mohan Mathur, Administering Development in Their World Constraints and Choices, New Delhi, Sage Publications in India Pvt Ltd., 1986
3. Chaturvedi, T.N, Development Administration, IIPA, 1984
4. Fred W.Riggs, Frontiers of Development Administration, Durham; Duke University Press, 1970.
5. Prayag Mehta, Bureaucracy, Organizational Behavior and Development, Sage Publications India Pvt.Ltd., 1989.

5.3 Indian Constitution - II

Course Code: 21PSDI0509

Credits: 4

Course Objective

1. To introduce the constitutional status of states in Indian Constitution.

Learning Outcomes

1. To familiarize students with the constitutional provisions for the states.
2. To help students understand the working of Executive, Legislature and Judiciary in the states.

Course Units

Unit – 1 : State Executive

Governor Powers and Functions- Council of Ministers- Chief Minister- Position and Powers- Relationship between Chief Minister and Governor.

Unit – 2 : State Legislature

Structure, Powers and Functions.

Unit – 3 : High courts and Subordinate Judiciary

Judiciary- High Court- Power and Functions- Subordinate Court.

Unit – 4 : Central-State Relations

Legislative, Administrative and Financial Relations - Inter-State Relations.

Unit – 5 : Independent Agencies

Election Commission – Finance Commission – Union Public Service Commission – State Public Service Commission- Attorney General- Comptroller and Auditor General of India- Special Provisions for Minorities.

Suggested Readings

1. Basu D.D., Introduction to Indian Constitution, New Delhi: Prentice Hall of India Private Limited, 1994.
2. Pylee M.V., Constitutional Government in India, New Delhi: S. Chand and Company, 1984.
3. Basu D.D., Shorter Constitution of India, New Delhi: Prentice Hall, 1981.
4. Johari, Indian Government and Politics, Delhi: Vishal Publications, 1984.
5. Siwach J.R., Dynamics of Indian Government and Politics, New Delhi: Sterling Publishers Private Limited, 1985.

5.4 Organizational Behaviour

Course Code: 21PSDI0510

Credits: 4

Course Objective

1. To introduce the behavioral aspects of an organization.

Learning Outcomes

1. To familiarize student on the relationship between the behavioral issues and the outcome of organization.
2. To help student use management tools for organisational change and development.

Course Units

Unit 1: Organizational Behaviour

Definition - Concepts, Nature and Scope: Organizational Goals - Determination of Organizational Goals, Organization and Individual Goals.

Unit 2: The Individual Integration of Goals

Foundations of Individual Behaviour Perception and Individual Decision Making - Values, Attitudes and Job Satisfaction - Motivation Theories - Maslow's Need Hierarchy, Herzberg Two Factor Theory, Immaturity - Maturity theory and McClelland's theory.

Unit 3: The Group

Foundations of Group Behaviour - Classification of Groups - Group Structure - Group Processes - Group Tasks - Transactional analysis - Communication and Group Decision Making. Leadership - Theories of Leadership - Intergroup Relations and Conflict.

Unit 4: The Organization System

Foundations of Organizational Structure - Classifying Organizational Structure - Cultural Systems and Development.

Unit 5: Organizational Change and Development

The Change Process - Resistance to change - Organizational Development.

Suggested Readings

1. Stephen P. Robbins, Organizational Behaviour, Concepts, Controversies and Application, New Delhi: Prentice Hall of India Private Ltd., Latest Edition, 1993.
2. Lorch J.W. (Ed.), Hand Book of Organizational Behaviour, New Delhi: Prentice Hall of India, 1987.
3. Prasad L.M., Organization Theory and Practice, New Delhi, S. Chand and Company, 1993.
4. Hodge B.J. and Johnson H.J., Management and Organizational Behaviour: A Multidimensional Approach to Management, New York: John Wiley and Sons, 1970.
5. Henry P. Sims & Peter Lorenz., The New Leadership Paradigm, Social Learning and Cognition in Organisations, New Delhi: Sage Publications India Private Limited, 1992.

5.5 Indian Administration

Course Code: 21PSDI0511

Credits: 4

Course Objective

1. To introduce the basics of the Indian administrative system

Learning Outcomes

1. To know the details of administrative arrangements in India
2. To explain the operational aspects of Indian Administration

Course Units

Unit – 1 : Structure of Central Administration

Cabinet Secretariat Ministries and Departments, Boards and Commissions, Field Organizations.

Unit - 2: Public Services

All India Services – Central Services – State Services – Local Services – Union Service Commission.

Unit - 3: Public Undertakings

Forms of Management – Control and Problems.

Unit – 4 : Issue Areas in Indian Administration

Relations between Political Executive and Permanent Executive, Generalists Vs Specialists.

Unit – 5 : Peoples Participation in Administration

State and Civil Society in Development – Citizen's Grievances and their Redressal Integrity in Administration – Corruption in Administration – Lok Pal, Lok Ayukta and Administrative Reforms in India.

Suggested Readings

1. Shriram Maheswari, Indian Administration, New Delhi: Orient Longman Limited, 1984.
2. Paramatma Sharan, Theory and Practice of Public Administration, New Delhi: Meenakshi Prakashan, 1977.
3. Padma Ramachandran, (Eds.), Issue in Indian Public Administration, New Delhi: Oxford & IBH Publishing Company, 1986.
4. Rumki Bassu, Public Administration, An introduction Concept and Principles, New Delhi: Sterling Publishers Private Ltd., 1986.

SEMESTER – VI
6.3 State Administration in India

Course Code: 21PSDI0612

Credit: 4

Course Objective

1. To familiarize students with the administrative system in the states of India

Learning Outcomes

1. To learn the working of Administration at the State and District level.
2. To learn the Welfare and Police Administration at the State level.

Course Units

Unit – 1 : Political Executives of the State:

Governor – Chief Minister

Unit – 2 : Administrative Structure

State Secretariat - Departments- Chief Secretary- State Public Service Commission.

Unit – 3 : District Administration

Role and Importance of District Collector - Land Revenue, Law and Order and Development Functions - District Rural Development Agency - Special Development Programmes.

Unit – 4 : Welfare Administration

Administration for the welfare of weaker section- Scheduled Castes - Scheduled Tribes - Programmes for the Welfare of Women.

Unit – 5 : Police Administration

Organization of Police Administration in the State – District Police Administration – Role of Police in Society.

Suggested Readings

1. Avesthi Maheswari, Indian Administration, New Delhi: Atma Ram & Sons, 1988.
2. Tyagi, Public Administration, Principles and Practice, New Delhi, Athma Raman Sons, 1983.
3. C.P. Bhambri, Bureaucracy and Politics in India, New Delhi: Vikas Publications, 1971.
4. Chaturvedi, District Administration: The Dynamics of Discord, New Delhi: Sage Publications, 1988.
5. B.B. Mishra, B.B., District Administration and Rural Development in India, New Delhi: Oxford University Press, 1983.

6.4 Issues in Indian Polity

Course Code: 21PSD10613

Credit: 4

Course Objectives

1. This course provides functional dimensions of Indian Politics.
2. It enables the students to familiarize with the theoretical proposition of Indian Politics.

Learning Outcomes

1. To familiarize on the issues in the democratic system in India.
2. To expose the students to the problems faced by the vulnerable groups in India.

Course Units

Unit - 1: Nation State Formation

Democratization of Indian Politics and Society - Deficiencies and Discontents in Indian Democracy.

Unit - 2: Identity Politics

Communalism and Regionalism - Language and Ethnicity.

Unit - 3: Issues of Social Justice

Social Disparities and Discriminatory Practices - Issues of Dalits, Tribal and Minorities.

Unit - 4: Development dilemma

Indian Experiments in Development Models - Economic development Marginalization and Displacement – Farmers, Tribal and Fishermen –Poverty Issues.

Unit - 5: Crisis to National integration

North East India: Issues and prospects - Kashmir Issue – Maoism – Terrorism.

Suggested Readings

1. Siwach J.R., Dynamics of Indian Government and Politics, New Delhi: Sterling Publishers Private Limited, 1985.
2. Gupta D.C., Indian Government and Politics, New Delhi: Vikas Publishing, 1993.
3. Rajni Kothari, Politics in India, New Delhi: Orient Longman, 1986.
4. Kothari J.C., Indian Government and Politics, New Delhi: Vishal Publishers, 1994.

6.5 Administrative Thinkers – I

Course Code: 21PSDI0614

Credit: 4

Course Objective

1. To familiarize students on the contributions of Administrative Thinkers in Public Administration.

Learning Outcomes

1. To help students learn important Administrative Theories.
2. To educate students in Leadership Theories.

Course Units

Unit – 1: Introduction

Significance of Administrative Theory - Kautilya, Plato, Aristotle (Evolution of Administrative Thought) – Woodrow Wilson (Politics and Administrative Dichotomy).

Unit – 2: Classical Theories

F.W. Taylor (Scientific Management) – Henry Fayol (Principles of Organization) – Luther Gullick (Principles of Management) -

Unit – 3: Human Relation Theory

Elton Mayo (Human Relations Theory) – Herbert A.Simon (Decision Making Theory) - Chester I.Bernard (Theory of Authority)

Unit – 4: Bureaucratic Theory

Max Weber and Karl Marx (Bureaucratic Theory).

Unit – 5: Leadership Theories

Renis Likert (Linking Pin Model of Organization) – Peter Drucker (Modern Management Theory).

Suggested Readings

1. Prasad, Ravindra, D., Prasad.V.D., Sathyanarayana, Administrative Thinkers, Sterling Publishers (P) Ltd., New Delhi, 2017.
2. Chaturvedi, T.N., in Arora, Ramesh k., (Ed), Administrative Theory, IIPA 1984.
3. Baker R.J.S., Administrative Theory and Public Administration, Huthinson, London, 1972.
4. Waldo, Dwight, The study of Public Administration, Random House, New York, 1968.
5. Rakesh Hooja, Administrative Theories: Approaches, Concepts and Thinkers in Public Administration, Rawat Publication, 2007.
6. M. Sharma. Theory of Public Administration. New Delhi: Anmol Publications Pvt. Ltd. 2003.

6.6 Development: Concepts and Principles

Course Code: 21PSDI0615

Credits: 4

Course Objectives

1. To familiarize the students with different approaches to development and their characteristics.
2. To introduce core principles of development

Learning Outcomes

1. To provide comprehensive and inclusive picture of development in the present context.
2. To familiarize students with multiple dimension of development

Course Units

Unit - 1: Introduction

Development – Definition – State Approaches to development, Market Approaches to Development – People centered development, Right Based Development

Unit - 2: Economic Development

Economic Development – Meaning, Definition, Concepts of Development Economics

Unit - 3: Human Development

Human Development – Meaning – Definition – Concept, Capability Approach.

Unit - 4: Gender - Development

Significance of Gender in development– Gender – Related Terms and Concepts.

Unit - 5: Sustainable Development

Sustainable Development, Concept, Principles and Models.

Suggested Readings

1. Sakiko Fukuda-Parr, A.K.Shivakumar (Eds.), Readings in Human Development, New Delhi: Oxford University Press, 2003.
2. Amartya Sen, Development as Freedom, New Delhi: Oxford University Press, 2000.
3. The World Bank, Engendering Development, Washington D.C: The World Bank, 2001.
4. The World Bank, Sustainable Development in a Dynamic World, World Development Report – 2003 Washington D.C: The World Bank, 2003.
5. Jan Nederneen Pieterse, Development Theory: Deconstruction/Reconstruction, New Delhi: Vistaar Publication, 2002.

SEMESTER – VII
7.4 Administrative Thinkers – II

Course Code: 21PSDI0716

Credit: 4

Course Objective

1. To familiarize students with the modern developments on theories in Public Administration.

Learning outcomes

1. To help students learn scientific theories in Public Administration.
2. To help students appreciate contemporary development in Administrative theories.

Course Units

Unit – 1: Social Psychological Theory

Abraham Maslow (Hierarch of Needs Theory) – Fredric Herzberg (Two Factor Theory) – Douglas Mc Gregor (Theory X and Theory Y).

Unit – 2: Development Theory

Fred W. Riggs (Theory of Development) Chris Argyris (Immaturity – Maturity Theory) – Yezel Dror (Theory of Public Policy).

Unit – 3: Contingency Theory

J.D.Thompson (Organizations in Action) – Lewis (Contingency) - Systems Theory

Unit – 4: Modern School of Thought - I

Dwight Waldo (Future of Public Administration) – Robert Dahl (Problem of Science of Administration) – Robert T.Golembiewski (Public Administration as Developing Discipline).

Unit – 5: Modern School of Thought - II

L.D. White (Introduction to the Study of Public Administration) – Willoughby (works on budgeting) – H.J.Laski (Authority in the Modern State) – Paul H. Appleby (Public Administration for a Welfare State).

Suggested Readings

1. Prasad, Ravindra, D., Prasad.V.D. Sathyanarayana, Administrative Thinkers, Sterling Publishers (P) Ltd., New Delhi, 2017.
2. Chaturvedi, T.N., in Arora, Ramesh k., (Ed), Administrative Theory, IIPA 1984.
3. Baker R.J.S., Administrative Theory and Public Administration, Huthinson, London, 1972.
4. Waldo, Dwight, The study of Public Administration, Random House, New York, 1968.
5. Rakesh Hooja, Administrative Theories: Approaches, Concepts and Thinkers in Public Administration, Rawat Publication, 2007.
6. Maheswari, S.R., Administrative Thinkers, Trinity Publishers, 2014
7. M. Sharma. Theory of Public Administration. New Delhi: Anmol Publications Pvt. Ltd. 2003.

7.5 Personnel Administration

Course Code: 21PSDI0717

Credit: 4

Course Objective

1. This course introduces various facets of personnel administration.

Learning outcomes

1. To learn Recruitment process, Promotion and Retirement benefits.
2. To familiarize with issues related to Employees Rights and integrity.

Course Units

Unit- I

Meaning, Scope, importance and functions of Personnel Administration – Bureaucracy: Types, Merits and Maladies – Max Weber and Bureaucracy – Civil services – Morale, Ethics and professional standards.

Unit- II

Recruitment: Significance – Types – problems of recruitment – promotion – Seniority, merit cum seniority – Training: objectives, types – Training in India.

Unit- III

Rank and position classification – Salary, conduct Rules – Disciplinary Action – Retirement Benefits

Unit-IV

Employees Rights – Right of Association – Right to strike – Machinery for Negotiations

Unit- V

Integrity problems – Modes of corruption – Legal frame work – CVC – Neutrality, and Anonymity.

Suggested Readings

1. Arthur W. Proctor, Principles of Personnel Administration, Michigan, Bibliolife,2009.
2. M.N. Rudra Basavaraj , Dynamic Personnel Administration, New Delhi, Himalaya Publishers, 2004.
3. Lloyd G.Nigro, and Felix A. Nigro Edward Kellough, California, Wadsworth Publishing,2006.
4. Suneel Dhariwal and K.K. Parnami, Civil services and Personnel Administration, New Delhi, Rawat Books,2008
5. S.Rajneesh and S.L. Goel, Public Personnel Administration Theory and Practice, New Delhi, Deep and Deep Publishers,2008.

SEMESTER – VIII
8.3 Financial Administration

Course Code: 21PSDI0818

Credits: 4

Course Objective

1. To provide an overview of financial Administration in India

Learning outcomes

1. To familiarize the students with the principles in public finance, accounting, auditing and budgeting
2. To facilitate the students understand the details of financial governance.

Course Units

Unit - 1: Introduction

Public Finance: Evolution, Meaning and Scope - Public Revenue: Meaning, Need, Classification and Principles of Revenue - Public Expenditure: Meaning, Need and Classification.

Unit - 2: Budget and Governance

Budget: Meaning, Purpose and Significance - Budget Preparation, Enactment and Execution - Types of Budget: Line-Item Budget, Performance Budget, PPBS and Zero –Based Budgeting - Gender Budget, Green Budget and Sun Set Legislation.

Unit - 3: Financial Management in India

Fiscal Federalism- Center State Financial Relations, Distribution of Resources - Finance Commission – Composition, Powers, Functions and Role - Fiscal Management: Public Debt and Deficit Financing - Monetary Policy and Fiscal Policy.

Unit - 4: Tax Governance

Tax Governance in India- Principles of Taxation and Tax Administration in India- Priorities for Improving Tax Governance.

Unit - 5: Control over Finances

Accounting and Audit Reforms in India - Types of Audit- Internal and External Audit- Standards of Public Accounting - Parliamentary Financial Committees and Comptroller & Auditor General of India.

Suggested Readings

1. Mahajan Sanjeev Kumar and Anupama Puri Mahajan, Financial Administration in India, New Delhi: PH Learning, 2014.
2. Brigham Eugene F., Financial Management: Theory and Practice, India: Cengage Learning, 2011.
3. Campos E & Pradhan S, Budgetary institutions and expenditure outcomes, Washington DC: World Bank, 1995.
4. Carlos, Santiso, The Political Economy of Government Auditing, New York: Taylor and Francis, 2009.
5. Chen Greg G et. al. (Eds.), Budget Tools: Financial Methods in the Public Sector, CQ Press, 2008.

8.4 Gandhian Framework for Development

Course Code: 21PSDI0819

Credits: 4

Course Objective

1. To introduce the Gandhian framework for development.

Learning outcomes

1. To familiarize students with Gandhian model of development.
2. To introduce development alternatives and sustainable models of development

Course Units

Unit - 1: Development: Concept, Scope and Issues

Development concept, definition and Dimensions - Development and Economic Growth – Limits to Economic Growth - Issues of Sustainability - Equity inter and intra-generational - Harmony and Peace in Development

Unit - 2: Gandhian Approach to Modern Civilization and Development

Thoughts of Leo Tolstoy, Thoreau and Ruskin - Challenging Modern Civilization, enslaving Individuals and Nations, Violence and Hegemony - Approach to Freedom and Development - Individual, Community and Nation - Democracy as Self-Governance – Pyramidal Structure of Democracy.

Unit - 3: Economy of Permanence

Types of Economies - Limits to wants and Swadesi - Culture of Cooperation, Collective Action and Sarvodaya.

Unit - 4: Development Alternatives

Model of low entropy Development - Ecological Villages, Bioregions, Biotic Community and land ethics- Local Citizenship.

Unit - 5: Technology and Education and well being

Appropriate technology - Transformative Education - Key to health and well-being.

Suggested Readings

1. Gandhi M.K., Hind Swaraj or Indian Home Rule, Ahmadabad: Navajivan Publishing House, 2005.
2. Iyer Ragavan, Moral and Political Thought of Mahatma Gandhi, New Delhi: Oxford, 2000.
3. Schumacher E.F., Small is Beautiful, a Study of Economics as if people matters, London: Vintage, 1993.
4. Rifkin, Jermy, Entropy: A New World View, New York: Viking Press, 1980.
5. Kumarappa, J.C., Economy of Permanence, Tanjore: Sarvodaya Prasuralaya, 1952.

Websites

1. Club of Rome: www.clubofrome.org
2. World Watch Institute: www.worldwatch.org
3. Entropy: www.foet.org
4. Sustainable Development: www.sustainableliving.org, www.sdgateway.net
5. Bioregions: www.bioregions.org
6. Bioregional Development Group www.bioregional.com

8.5 Civil Services and Recruitment Process in India

Course Code: 21PSDI0820

Credit: 4

Course Objective

1. To familiarize students with various civil services in India

Learning Outcomes

1. To familiarize students with the recruitment process of civil servants.
2. To help students learn the eligibility and examination systems in recruitment.

Course Units

UNIT – I Introduction

Civil Services: Origin, Meaning, Nature, functions and Significance - Evolution of Civil Services in India. Classification of Civil Services: All India Services, Central Services, State Services and Local Services - Civil Service: Neutrality and Commitment - Relationship between Political Executive and Civil Servants.

Unit – II : Recruitment for civil services at All India Level

Union Public Service Commission – Staff Selection Commission (SSC)- Central and State Secretariat Services - Railway Recruitment Board – Banking Service Recruitment Board – National Recruitment Agency (NRA) - Eligibility and examinations systems.

Unit – III : Recruitment for civil services in Tamil Nadu

State Public Service Commission: Tamil Nadu Public Service Commission (TNPSC) – Teachers Recruitment Board (TRB) – Tamil Nadu Uniform Service Recruitment Service – Eligibility and examination systems.

UNIT - IV: Training and Promotion in Civil Services

Training in Civil Services: Orientation Training, In-Service Training and Post Entry Training – Promotion in Civil Services – Code of Conduct for civil servants - Disciplinary Procedure – Retirement Benefits.

Unit – V : Trends and Issues

Core values for Civil service – Objectivity, Neutrality, Honesty and Integrity in Civil Services – Administration Reforms Commission's recommendations on Civil Services - Reforms in Civil Services – Public perception about officials.

Suggested Readings

1. Maheswari Sriram (2005), Public Administration in India: The higher Civil Service, Oxford University Press, New Delhi).
2. Human Resource Management: Text and Cases, McGraw Hill, New Delhi.
3. Mohit Bhattacharya and Bidut Chakraborti, Public Administration Reader, New Delhi, Oxford University Press, 2015.
4. Saroj Kumar and Jaena, Fundamental of Public Administration, New Delhi, Anamol Publication, 2014.

SEMESTER – IX
9.3 Environmental Administration

Course Code: 21PSDI0921

Credit: 4

Course Objective

1. To familiarize Students with Environmental Administration in India

Learning Outcomes

1. To learn the administrative structure for Environmental Protection.
2. To understand the functioning of Environmental Administration in India.

Course Units

Unit – I : Introduction

Environmental Administration Need and Significance – Constitutional Provisions: Directive Principle and Fundamental Rights – Public Trust Doctrine

Unit – II : Environmental Administration at the Centre

Ministry of Environment, Forest and Climate Change – Subordinate Offices and Agencies- Indian Forest service, National Green Tribunal

Unit – II : Environmental Administration at the State

Department of Environment – Department of Forest – organization, Structure and Functions – Pollution Control Board, Powers and Functions

Unit – IV : Environmental Laws

National Green Tribunal Act 2010- The Air Act – The Water Pollution Act- Indian Forest Act – Wild Life Protection Act

Unit – V : Critical analysis of Environmental Administration

Status of Environment in India - Environment Development Dichotomy – Principle of Environment Accounting in India

Suggested Readings

1. T V Ramachandra and Vijay Kulkarni, Environmental Management, Commonwealth of Learning, Canada, Centre for Iconological Sciences, IISc, Bangalore and Karnataka Environmental Research Foundation, 2015
2. Ajith Sankar, Environmental Management, OUP, 2015
3. Sn Chary, Vinod Vyasulu, Environmental Management An Indian Perspective, Macmillan India Limited, 2009

9.4 Comparative Public Administration

Course Code: 21PSDI0922

Credits: 4

Course Objective

1. To introduce the significance of Comparative Public Administration.

Learning outcomes

1. To familiarize students on various approaches to Comparative Public Administration
2. To help the students learn various Models of Administration

Course Units

Unit - 1: Introduction:

Nature, Scope, Characteristics and Importance of Comparative Public Administration
- Evolution of Comparative Public Administration - International Comparative Public Administration - Critique of Comparative Public Administration.

Unit - 2: Approaches

Bureaucratic Approach - General Systems Approach - Decision Making Approach - Ecological Approach.

Unit - 3: CPA: Contributions of F. W. Riggs

Structural-Functional Approach - Theory of Prismatic Society - Development Models.

Unit - 4: Comparative Administrative Systems

Classical Administrative System: France - Developing Administrative System: India - Developed Administrative Systems: USA and UK - Modern Administrative Systems: Japan and Korea.

Unit - 5: Development Administration

Nature, Scope and Elements of Development Administration - Goals and Challenges of Development Administration - Models of Development Administration: Sustainable Development, Human Development & Inclusive Development.

Suggested Readings

1. Ali Farazmand, Handbook of Comparative and Development Public Administration, New York: Marcel Dekker, 2001.
2. Esman, Milton J., CAG and the Study of Public Administration. In F. W. Riggs (Ed.), The frontiers of development administration (pp.41-71). Durham, North Carolina: Duke University Press, 1970.
3. Heady, F, Public administration: A comparative perspective (5th ed.). New York: Marcel Dekker, 1996.
4. Heaphey, J., Comparative Public Administration: Comments on current Characteristics. Public Administration Review, 28(3), 242-249, 1968.
5. Montgomery, J., Approaches to Development Politics, Administration and Change, New York: McGraw Hill, 1966.

9.5 Public Policy Analysis

Course Code: 21PSDI0923

Credit: 4

Course Objective

1. To familiarize students with the Analysis of Public Policy.

Learning outcomes

1. To help students learn the process of Policy Making in Government
2. To help students learn the significance of Policy Science.

Course Units

Unit – 1 : Public Policy

Public Policy: Meaning and Nature – Policy making and decision making – Policies and goals – policy making and planning – Policy analysis and Policy Advocacy – Policy inputs and policy outcomes – Institutional Development for policy.

Unit – 2 : Policy Science and Policy Analysis

Policy Science: meaning, nature and utility of policy science – Basic assumptions of Policy Science – Criticism of Policy Science: Approach and Alternatives - Policy Analysis: Meaning and issues of policy analysis – models for policy analysis – system model – institutional approach – rationale policy making model – constraints to rationality.

Unit – 3 : Policy Making Process

Policy making agencies: Role of Media, Pressure Groups and Political Parties – Bureaucracy and Policy Making – Optimal Model of Policy Making – Policy Making process in India - NITI Aayog.

Unit – 4 : Policy Implementation

Meaning and elements in Policy implementation – Policy implementers – Policy implementation techniques – Conditions for successful implementation.

Unit – 5 : Policy Evaluation

Functions of Policy Evaluation – Criteria for Evaluation – Forms of Policy Evaluation – Issues in acceptability of evaluation results – Problems in policy evaluation.

Suggested Readings

1. R.K.Sapru, Public Policy: Formulation, Implementation and Evaluation, Sterling Publishers, 2014.
2. R.K.Sapru, Public Policy : Art and Craft of Policy Analysis, Prentice-Hall Of India Pvt. Limited, 2010
3. Anderson, James, Public Policy-Making, New York, Praeger, 1975
4. Maheshwari, S.R., Public Policy Making in India, IJPS, Vol.48, No.3, 1987.

SEMESTER – X

10.2 Development Administration in India

Course Code: 21PSDI1024

Credit: 4

Course Objective

1. To introduce current status of Development Administration in India.

Learning outcomes

1. To sensitize students on the challenges to development administration in India.
2. To educate them on the role of development administration in bringing fundamental changes in Administration.

Course Units

Unit – 1 : Introduction

Meaning, Nature, Growth and Significance of Development Administration – Development Administration and Public Administration – Emergence of Development Administration in India.

Unit – 2 : Constitutional Context

Constitutional Context of Development Administration – Central and State Governments – Ministry of Rural Development and Panchayati Raj – Ministry of Social Justice and Empowerment – Development role of Public Administration in India since 1947.

Unit – 3 : Development Programmes

Development Programmes – Types of Development Programmes: Area Development Programme, Tribal Development Programmes – Problems of Development in India – Dimensions in Development Administration.

Unit – 4 : Bureaucracy and Development in India

Role of Bureaucracy in Development – Administrative Capabilities – Citizen and Development Administration – NGO and Civil Society role in Development Administration – Panchayati Raj Institutions' role in Development.

Unit – 5 : Development Planning in India

Meaning of Development Planning – History of Development Planning in India – Five Year Plans and Development Planning – Machinery for Planning – Issues in Development Planning in India.

Suggested Readings

1. Paleker, S.A. Development Administration, PHI Learning, New Delhi, 2012
2. Hari Mohan Mathur, Administering Development in Their World Constraints and Choices, New Delhi, Sage Publications in India Pvt Ltd., 1986
3. Pai Panandikar V.A., Development Administration in India, Macmillan, 1974.
4. Chaturvedi, T.N, Development Administration, IIPA, 1984
5. Chatarjee SK., Development Administration with special reference to India, New Delhi; Surjeet Publications; 1981

10.3 Decentralization and Self-Governance: Theory and Principles

Course Code: 21PSDI1025

Credit: 4

Course Objective

1. To help students understand major theories and practices of Decentralization

Learning outcomes

1. To introduce various approaches, theories and frameworks for Decentralization
2. To help students learn the practical implications of decentralized governance.

Course Units

Unit – 1: Concepts and Approaches

Introduction to Decentralization (top-down to bottom-up approach) - Variant of Decentralization (Deconcentration, Delegation, Devolution, Privatization)

Unit – 2: Theories of Decentralization

Functional Decentralization - Financial Decentralization - Administrative Decentralization - Political/Democratic decentralization).

Unit – 3: Institutional Backups for Decentralized Governance

Devolution of the three Fs (Functions, functionaries and Finances) - State Election Commission - State Finance Commissions - Social Audit - Gram Sabha - Training and Capacity Building

Unit – 4: Self Governance and Pyramidal Democracy – Gandhian Framework

Self Governance and Self Determination - Building empowered Citizens - State from below, Positive Anarchism – State- Citizens Power Dichotomy - Picture of Village Swaraj.

Unit – 5: Self Governance for Social Justice and Choice for Development

Social Justice and empowering the Marginalized - Women, SC and ST- Peoples' Choice in Development – Micro Level Planning - Sustainable Development at the Grassroots.

Suggested Readings

1. Arnstein, Sherry.R., A Ladder of Citizens Participation, JAIP, Vol.35, No.4, July 1969 PP216-244
2. Wallace E Oates (1972). Fiscal Federalism. New York, Harcourt Brace Jovanovich
3. Dennis C. Mueller (1979). Public Choice. New York: Cambridge University Press.
4. Clifford S. Russel, Norman K. Nicholson (1981). Public Choice and Rural Development. Washington DC, Routledge.
5. Donald Haider (1971). The Political Economy of Decentralization. Sage Journals.
6. B. Chaudhuri (ed) (1992). Tribal Transformation in India. New Delhi: Inter-India Publications
7. Roy Burman, B.K (1994). Tribes in Perspectives. New Delhi: Mittal Publications
8. Esman (2001). Handbook of Comparative and Development Administration. New York. Cambridge University Press.

Electives: Discipline Centric

1. Political Theory

Course Code: 21PSDI00D1

Credits: 3

Course Objective

1. To familiarize students with Political Theories.

Learning Outcomes

1. To learn important Political Thoughts
2. To learn the working of electoral system and Political Parties.

Course Units

Unit - 1: Origin of State

Divine Origin Theory – Force Theory – Contract Theory.

Unit - 2: Political Thought

Utilitarianism – Socialism – Communism – Fascism - Nazism.

Unit - 3: Liberty and Equality

Liberty: Meaning and importance of Liberty – Kinds of Liberty. Equality – Meaning and Significance of Equality - Kinds of Equality – Relation between Liberty and Equality.

Unit - 4: Electoral System

Universal Adult Franchise, Plural and Weighted Voting – Direct and indirect methods of Election. Minority Representation, Proportional Representation.

Unit - 5: Political Parties

Definition – Function – Single Party, Biparty and Multiparty System. National and Regional parties – Pressure Groups and Interest Groups.

Suggested Readings

1. V.D. Mahajan, Principles of Political Science, Delhi: S. Chand and Company, 1994.
2. A.C. Kapoor, Principles of Political Science, Delhi: S. Chand and Company, 1997.
3. Asirvatham, Political Theory, Lucknow: The Upper India Publishing House Ltd, 1985.
4. A.Appadorai, The Substance of Politics (Latest Edition) Delhi: Oxford University, 1998.

2. Modern Governments

Course Code: 21PSDI00D2

Credits: 3

Course Objective

1. To have comparative perspective on different forms of government across the World.

Learning Outcomes

1. The course facilitates the students to understand the working of Constitutional governments in selected countries.
2. Students will get a comparative perspective on different forms of Modern Governments in the world.

Course Units

Unit - 1: The British Constitution

The Nature of British Constitution – Executive – Legislature – Judiciary – Party System.

Unit - 2: Constitution of USA

The Nature of the Constitution of USA – Executive – Legislature – Judiciary.

Unit - 3: Constitution of USA (Contd)

Party System – Federal-State relationship.

Unit - 4: Constitution of France

The Nature of the Construction of Fifth Republics of France – Executive – Legislature – Judiciary – Political Parties.

Unit - 5: Constitution of Switzerland

The Nature of Constitution of Switzerland – Executive – Legislature – Judiciary – Devices of Direct Democracy.

Suggested Readings

1. Johari J.C. Modern major Political Systems, New Delhi: Sterling Pub. Pvt. Ltd., 1980.
2. Mahajan V.D. Select Modern Governments, New Delhi: S. Chand & Co., 1985.
3. Strong C.F., Modern Political Constitutions, London: Sidgwick & Jackson Ltd., 1970.
4. Bombwall, K.R., Major Contemporary Constitutional System, Ambala Contt: Modern Publications, 1985.

3. Modern Political Analysis

Course Code: 21PSDI00D3

Credits: 3

Course Objective

1. This course brings the students the basic methods, models, frameworks which have been employed in the analysis of political phenomena in the present era.

Learning Outcomes

1. Students will appreciate the theorization process based on the real situations.

Course Units

Unit I : Introduction

Meaning, Nature, Orientations to Political Analysis.

Unit II :

Political Evaluation – Normative and Empirical Theories.

Unit III:

Behaviouralism and Post- Behaviouralism.

Unit IV:

General System Theory – Origin and Development – Input Output Analysis – Structural, Functional Analysis, Developmental Analysis.

Unit V:

Group Theory, Theory of Elites, Game Theory.

Suggested Readings

1. Robert A Dahi, Modern Political Analysis New York: Prentice Hall, 1979.
2. Heinz Eulau, The Behavioural Persuasion in Politics, Bombay: Amerine Publishing House, 1978.
3. S.P. Verma, Modern Political Theory, New Delhi: Vikas Publishing House, 1983.
4. A. Michael, Systematic Political Theory, New York, Charles E. Merrill, 1978.

4. Human Rights: Concepts and Principles

Course Code: 21PSDI00D4

Credits: 3

Course Objective

1. To expose the students on the basic elements, concepts and principles of Human Rights

Learning Outcomes

1. To familiarize the students on the universal declaration of human rights and its implications.
2. To introduce the students on National, State Human Rights commission and human rights courts.

Course Units

Unit - 1: Introduction to Human Rights

Definition of Human Rights – Characteristics of Human Rights Theories of Human Rights – The concepts of Liberty, Equality and Justice.

Unit - 2: Global Perspective

United Nation and Human Rights - United Nation Human Rights Commission – Universal Declaration of Human Rights.

Unit - 3: Human Rights in India

National Human Rights Commission – State Human Rights Commission – Human Rights Courts.

Unit - 4 Classification of Rights

Civil Rights - Political Rights – Economic Rights – Social Rights – Cultural Rights.

Unit 5: Vulnerable Groups Rights

Children Rights – Rights of Minorities – Prisoners Rights.

Suggested Readings

1. Basu D.D., Human Rights in Constitutional Law, 1995.
2. Subramanian S., Human Rights Training, New Delhi: Manas Publications, 1999.
3. Subramanian S., Human Rights: International Challenges, New Delhi: Manas Publications, 1999.
4. Vijay K. Gupta (Ed.), Perspectives on Human Rights, New Delhi: Vikas Publishing House Pvt. Ltd., 1996.
5. Human Rights Education for Citizenship, Amnesty International, 1997.

5. Human Rights and Constitution of India

Course Code: 21PSDI00D5

Credits: 3

Course Objective

1. To provide knowledge on the constitutional rights and duties

Learning Outcomes

1. To facilitate the learners appreciate constitutional values on human rights.
2. To enable the learners use the constitutional tools to protect human rights.

Course Units

Unit - 1: Human Rights in Constitution of India

Constitution – Preamble – insight into the development of the concept of Fundamental Rights in the Indian Constitution with special reference to Constituent Assembly debates.

Unit - 2: Fundamental Rights

Universal Declaration of Human Rights – A comparative analysis Fundamental Rights in U.S.A. U.K and India.

Unit - 3: Directive Principles

Enforceability of Directive Principles – Judicial outreach in India.

Unit - 4: Rights for the Marginalized

Rights related to Marginalized Sections (SC/ST), Women, Children, Minorities and Others.

Unit - 5: Developments of Human Rights

Human Rights and Amendments to the Constitution – Basic Structure of the Constitution, Theory and Separation of Powers, Judiciary in India - Judicial Review in India.

Suggested Readings

1. Bhatta Charjee A.M., Equality, Liberty and Property under the Constitutional of India, New Delhi: Eastern Law House, 1997.
2. Antony M.J., Women Rights, New Delhi: Clarion Book, 1994.
3. Srivasta T.N., Women and the Law, New Delhi: Prentice Hall of India Private Ltd, 1994.
4. Government of India, The Scheduled Castes and Scheduled Tribes, Prevention and Atrocities Act, 1989.
5. Mathew P.D., Fundamental Rights in Actions, New Delhi: Indian Social Institute, 1996.

6. Tamil Nadu Panchayati Raj System

Course Code: 21PSDI00D6

Credits: 3

Course Objective

1. It provides the characteristics of the Tamil Nadu Panchayati Raj Act of 1994.
2. It deals with all structural and functional aspects of Panchayati Raj System.

Learning Outcomes

1. It enable the students to understand the functioning of the Panchayati Raj System as per the Madras Panchayats Act of 1958.

Course Units

Unit - 1:

Panchayati Raj in Tamil Nadu since Independence.

Unit - 2:

Salient Features of Tamil Nadu Panchayat Act 1994.

Unit - 3:

Powers, Functions: Functionaries and Finance of Village Panchayat, Panchayat Union and District Panchayat.

Unit - 4:

Finance Commission – Election Commission – District Planning Committee.

Unit - 5:

Critical Evaluation of the working of Panchayati Raj System in Tamil Nadu.

Suggested Readings

1. G. Palanithurai, Empowering People for Prosperity: A Study in New Panchayati Raj System, New Delhi: Kanishka Publications, 1995.
2. Madras Panchayats Act 1958.
3. Tamil Nadu Panchayats Act 1994.
4. G. Palanithurai, Pudiyar Panchayati Raj Arasangam, Dindigul: New Ed Publication, 1994.
5. G. Palanithurai, ed., New Panchayati Raj System: Status and Prospects 1994, New Delhi: Kanishka Publishers, 1994.

7. Comparative Panchayati Raj System

Course Code: 21PSDI00D7

Credits: 3

Course Objective

1. This course enables the students to appreciate the performance of a state in implementing the spirit of the 73rd Constitutional Amendment Act.

Learning Outcomes

1. It gives a comparative perspective of the working of Panchayati Raj System in select states.
2. It helps the students to look at Indian polity from the backdrop of grass root institutions.

Course Units

Unit – I :

Framework for the study of Panchayati Raj System

Unit – II :

Case I: Panchayati Raj System in West Bengal- Structure –Functions – Performance

Unit – III :

Case II: Panchayati Raj System in Karnataka - Structure –Functions – Performance

Unit – IV:

Case III: Panchayati Raj System in Kerala - Structure –Functions – Performance

Unit – V

Comparative study of the working of Panchayati Raj Systems in different States.

Suggested Readings

1. S.P.Jain and T.W.Hochgesomg(eds), Emerging Trends in Panchayati raj in India , Hyderabad : National Institute of Rural Development
2. George Mathew (ed), Status of Panchayati Raj Institutions in Indian States and Union Territories , New Delhi , Concept Publishing Company , 2000
3. G. Palanithurai, Dynamics of New Panchayati Raj System in Select states , Vol.I@II New Delhi, Concept Publishing Company , 2001
4. L.C.Jain , Decentralization and Local Governance , New Delhi : Orient Longman , 2005
5. Girish Kumar, Local Democracy in India , New Delhi , Sage Publications, 2006
6. Niraja Gopal Jayal, Amit Prakash and Pradeep K.Sharma (Eds) Local Governance in India: Decentralization and beyond, New Delhi Oxford University Press, 2006.

8. Rights Based Development

Course Code: 21PSDI00D8

Credits: 3

Course Objective

1. To enable the students understand the concept and practice of Rights based development.

Learning Outcomes

1. To familiarize the student on the evolution of the concept of RBD.
2. To introduce various instruments for ensuring RBD to the marginalized.

Course Units

Unit - 1: Concepts and Nature of Rights Based Approach to Development

Introduction to Rights Based Approach to Development: Concept, Meaning, Nature and Significance.

Unit - 2: Livelihood Rights

Right to Food, Employment, Health and Education - Definition and Concept, obligations of the State.

Unit - 3: Rights for Equity in Development

Rights of marginalized groups – Women's right, International Framework, Institutional Arrangements for Women Rights - Rights of Minorities and Marginalized Groups.

Unit - 4: Rights for Good Governance

Right to Information, Public Service Delivery Guarantee – Social Auditing – Public hearing and Right to Self Governance.

Unit - 5: Status in Indian Constitution

Indian constitutional and Legal Framework for protection of Fundamental Rights and Human Rights - Rights of Women, Minorities and SC and ST People

Suggested Readings

1. Centre for Development and Human Rights, The Right to Development – A Primer, New Delhi: Sage Publications, 2004.
2. Naila Kabeer (Ed.), Geetha B. Nambissan, Ramya Subramanian, Child Labour and the Right to Education in South Asia, New Delhi: Sage Publications, 2003.
3. Basu D.D., Shorter Constitution, Prentice Hall, New Delhi, 2003.
4. UNDP Bank, Human Development Report, New Delhi, 2003.

9. Gender Issues and Development

Course Code: 18PSDI00D9

Credits: 3

Course Objective

1. To introduce the role of gender in development.

Learning Outcomes

1. To teach students on the relationship between status of Women, Gender and Development.
2. To help the students the significance of women empowerment.

Course Units

Unit - 1: Gender and Feminism

Introduction - Feminism-Meaning-Definition-Theories of Feminism - Gender-Meaning

Unit - 2: Gender Issues

Women's Oppression – Meaning – Oppressive Values and Structures – Liberation -Meaning and Liberation Process - Social, Economic, Political and Religious Context, GLP and Women.

Unit - 3: Women's Movement

A Global Perspective – Women's Movement in India since 20th century – Contribution of Social Reformers.

Unit - 4: Women's Development

Meaning and Definition – Women's Development in Education, Social, Economic, Political and Administrative spheres

Unit - 5: Empowerment of Women

Empowerment – Meaning and definition – Nature and Needs – various approaches for Empowerment - An overview of the role of Women in Development.

Suggested Readings

1. Paipanandiker V.A. and Arun Sud, Changing Political Representation in India, New Delhi: Uppal Publishing House, 1983.
2. Gustavo Gutierrez, A Theology of Liberation, New York: Orbis Books, 1973.
3. Natalie H. Bluestone, Why Women Cannot Rule: Sexism in Plato Scholarship, Philosophy of the Social Sciences, 18, 1988.
4. Betty Rozak, Women's Liberation, in James Rachels (Ed.), Moral Problems: A Collection of Philosophical Essays, New York: Harper and Row, 1979.

Reports

1. Ministry of Education and Social Welfare, Government of India, Towards Equality - Report of the Committee on the Status of Women in India, New Delhi, 1974.
2. Ministry of Education and Social Welfare, Government of India, The Indian Women: A Statistical Profile, New Delhi, 1975.
3. ICSSR, Status of Women in India: A Synopsis of the Report of the National Committee (1971 – 74), Government of India, New Delhi: Allied Publishers, 1975.

10. Modern India

Course Code: 21PSDI00DA

Credits: 3

Course Objective

1. To understand history of Modern India.

Learning Outcomes:

1. To learn the impact of British Rule in India.
2. To learn the significance of Indian National Movement.

Course Units

Unit – I : European Penetration and British Expansion

The early European Settlements of Portuguese and the Dutch - Establishment of East India Company - Expansion of the East India Company in India

Unit – II : India Under the East India Company rule

East India Company Administration - Land Revenue Policies and their Impact on Indian Villages- The First War of Independence 1857.

Unit – III : India under the Direct Rule of British Kingdom and Constitutional Reforms

Queens Proclamation - Act of 1858- Act of 1909- Act of 1919- Act of 1935

Unit – IV : Indian National Movements Early Phase

Origin of Indian National Congress – Contributions of Moderates, Extremists and Militants to the National Movement, Swadesi Movement.

Unit – V : Gandhian era in the National Movements

Emergence of Mass Non Violent Resistance – Non Cooperation Movement- Civil Disobedience – Salt Satyagraha – Quit India Movement- Indian Independence Act 1947.

Suggested Readings

1. Sonali Bansal and Snehil Tripathi , Modern Indian History , MC Graw Hill Publisher, 2020
2. Bipan Chandra ,History of Modern India , Orient Blackswan Publisher , 2009
3. Percival Spear, Modern India, Oxford at the Clarendon Press 1965.

11. Issues in Public Administration

Course Code: 21PSDI00DB

Credit: 3

Course Objective

1. To familiarize students in various issues in Public Administration.

Learning Outcomes

1. To help keep students understand the significance of good governance in Public Administration
2. To help students understand the role of public administration in welfare states.

Course Units

Unit-I :

Good Governance: Concept, Citizen Charter, Public Private Partnership, Transparency and RTI, Public Administration: Pre and Post Liberalization

Unit-II :

Responsive Administration, Administrative Ethics, Civil Society, Citizen Participation in Development Administration.

Unit-III :

Consumer Interest and Protection, Redressal of Citizen Grievances, Administrative Reforms Lok Adalats, Public Interest Litigation Judicial Activism.

Unit-IV :

Public Service Delivery - Public Distribution System - Rural Health Services.

Unit-V :

Gender Issues and Women Empowerment - India's Administrative Culture, Right Based Development and its Impact on Indian Administration.

Suggested Readings

1. A.R.Tayagi : Public Administration
2. Dennis De Peiza, Contemporary Issues in Public Administration: (Issues and Responses),
3. B.L. Fadia: Public Administration.
4. Guy Peters, Jon Pierre, The Next Public Administration: Debates and Dilemmas
5. Frederick .S.Lane, Current Issues in Public Administration,
6. Parmar, MS and Mary Parmar; Issues in Development Administration. Majestic Books, 2000.

12. Common Property Resource Management

Course Code: 21PSDI00DC

Credits: 3

Course Objective

1. To introduce students the theories and practice of management of Common Property Resources.

Learning Outcomes

1. To familiarize students with management system of Common property resources.
2. To sensitize students on the significance of Common property resources in the life of rural poor.

Course Units

Unit - 1: Introduction

Meaning, nature and scope of Common Property Resources (CPR) and Different Types of Properties - Significance of CPR in Ecological Security.

Unit - 2: Theories of Management of CPR

Ecological Degradation – Depletion of Natural Resources- Theories on CPR - Hardin's Theory of Tragedy of Common

Unit - 3: Principles and Techniques of CPR Management

Olson's Logic of Collective Action- Design Principles of Ostrom for Self-Governing Institutions

Unit - 4: Livelihood security of the poor and CPR

Relationship between CPR and Women, Tribal, Craftsmen and other Eco System People - CPR and Rural Economy.

Unit - 5: Institutional arrangements for CPR Management

Nationalization – Privatization - Community Based Management - Role of Panchayats and User Groups.

Suggested Readings

1. Jodha, Rural Common Property Resources: A Growing Crisis, London: International Institute for Environment and Development, 1992.
2. Robert Wade, Village Republic, New Delhi: Orient Longman Ltd., 1989.
3. Gupta A.K., Why poor do not cooperate; Lessons from traditional organizations with implications on Modern organizations in Clare D.Wanger (Ed), Research Relationship with Politics and Practice of Social Research, London : George Allen and Unwin, 1987.
4. Katar Singh, Managing Common Pool Resources - Principles and Case Studies, New Delhi: Oxford University Press, 1994.

13. Participatory Rural Appraisal

Course Code: 21PSDI00DD

Credits: 3

Course Objective

1. To introduce students the methodology of Participatory Rural Appraisal.

Learning Outcomes

2. To sensitize students on the significance of people Participation in Rural Appraisal.
3. To develop skills for conducting Participatory Rural Appraisal in the field.

Course Units

Unit - 1: Challenges to Research Methods

Conventional Methods of research - Advantages and Limitations - Need for Alternative Rural Appraisal Methods.

Unit - 2: Genesis of PRA

Genesis of Participatory Rural Appraisal- RRA, PRA, PLA- Concepts and Principles of PRA - Attitude and Behaviour that enhance Participatory Research.

Unit - 3: Menus and Methods I

Application of PRA Tools/Methods - Focus Group Discussion (FGD) - Semi-structured Interviews (SSI) - Steps/Process of Conducting FGD - Methods Related to Space : Social Mapping, Transect Walk, Resource Mapping.

Unit - 4: Menus and Methods II

Methods related to time: Time Line, Trend Change, Seasonal Calendar, Daily Routine - Methods related to Situations and Conditions: Problem Inventory, Wealth Ranking, Venn Diagram, Sustainability Analysis, and Malady Remedy Analysis – Innovating New Tools.

Unit - 5: Applications

Ascertaining the trust worthiness of PRA Results - Analysis of Qualitative Data - Writing PRA Report – Application and Implementations - Limitations of PRA Methods.

Suggested Readings

1. Joachim Thesis and Heather Grady M., Participatory Rural Appraisal for Community Development - A Training Manual, London: IIED, 1991.
2. Jules N. Pretty., Regenerating Agriculture - Politics and Practices for Sustainability and Self-reliance, London: Earthscan Publications, 1995.
3. Amitava Mukherjee., Participatory Rural Appraisal: methods and Applications in Rural Planning, New Delhi: Vikas Publishing House Pvt. Ltd, 1995.
4. Neela Mukherjee, Participatory Rural Appraisal: Methodology and Applications, New Delhi: Concept Publishing House, 1992.
5. Papers and Proceedings, Training Programme in Participatory Rural Appraisal, Gandhigram: Gandhigram Rural Institute - PRA Unit, 1994.

14. Project Formulation, Implementation and Evaluation

Course Code: 21PSDI00DE

Credits:3

Course Objective

1. To familiarize the students with the process of formulating, implementing and evaluating the projects.

Learning Outcomes

1. To develop skills of project formulation
2. To teach the methods of monitoring and evaluation of projects

Course Units

Unit - 1: Introduction

Conceptual clarity on Project - Critical assessment of problems and their Dimensionality.

Unit - 2: Formulation

Formulating a Project - Proposal Major Steps to be followed in Formulating an Action Project.

Unit - 3:Implementation

Implementation of the project – Key steps to be followed in implementation and monitoring of Project Activities.

Unit - 4: Evaluation

Methodology of Project Evaluation - Key steps to be followed in evaluating the projects - Output and outcome evaluation - Key initiatives of output and outcome.

Unit - 5: Project Application

Identifying a problem and formulating a project proposal - Evaluating an ongoing Project - Assessing the outcome of a completed project and submit a report.

Suggested Readings

1. Moder J.J and Philips, Project Management with C.P.M and PERT, Nelyor: Reinhold Publishing Corp., 1964.
2. Bhargava B.S. and et.al. Project Identification, Formulation and Appraisal- With Emphasis on Industry, Bangalore: Institute for Social and Economic Change, 1977.
3. Putuswamiaiah K., Project, Evaluation Criteria and Cost- Benefit Analysis, New Delhi: Oxford &IBH Publishing Co., 1980.
4. Putuswamaiah. K. Fundamentals of Applied Evaluation, New Delhi: Oxford & IBH, Publishing Co., 1979.
5. Lettle, I.M.O.and Mirreles, Project Appraisal and Planning for Developing Countries, New Delhi: Oxford and IBH Publishing Co., 1974.

Modular Course

1.Citizenship Building

Course Code: 21PSDI00M1

Credits: 2

Course Objective

1. To introduce the significance of citizenship in building democracy

Learning Outcomes

1. To familiarize students with the concept of citizenship and its various role.
2. To learn to use citizenship for nation building and achieve development

Course Units

Unit - 1: Conceptual discussion on Citizenship.

Citizenship Definition - Citizenship in Theory - citizenship in History – Citizenship Norms – Citizenship and the state.

Unit - 2: Citizenship from the perspectives of the state Constitutional provision.

Kinds of Citizenship – Social Transformation and Citizenship - Citizenship in the Constitution.

Unit - 3: Citizenship and Social Movements.

Citizenship in Action, Mobilization of Citizens for development activities, Political Activities and Governance Activities.

Unit – 4 : Citizenship and Participation.

Transformation and Citizenship – Participation of Citizens – Semi Citizenship.

Unit – 5 : Citizenship and Empowerment.

Citizenship and identity – Citizenship Measurement – Citizenship and Empowerment.

Suggested Readings

1. Lisa Thompson and Chris Tapscott (Eds.,) Citizenship and Social Movement, London: Zed Books, 2010.
2. Vignaraja P. (Ed.,) New Social Movements in the South: Empowering the People, New Delhi: Ristaar Publication, 1993.
3. Edwards M. and Gaventa J. (Eds.,), Global Citizens Action, London: Lynee Rienner, 2001.
4. Kabeer N., (Ed.,), Inclusive Citizenship: Meanings and Expressions, London: Zed Books, 2015.
5. John Gaventa and Rosemary McGee (Eds.,) Citizenship Action an National Policy Reforms, London: Zed Books, 2010.

2. Community Outreach and its Implication

Course Code: 21PSDI00M2

Credits: 2

Course Objective

1. To generate conceptual discussion on outreach programme and activities.

Learning Outcomes

1. To familiarize the students with various forms of community engagements.
2. To help students develop interest and techniques in community outreach projects.

Course Units

Unit - 1: Conceptual Discussion on outreach Programme and activities.

Extension and its meaning – Changing nature of the activities – New paradigm of extension.

Unit - 2: Different Kinds of Community Engagements.

Strategies and approaches of community engagements – modes of civic engagements.

Unit - 3: Transformation through Information.

Enabling transformational activities – internal and external transformation.

Unit - 4: Citizenship Building.

Working for citizenship building – working for empowerment of marginalized.

Unit - 5: Assisting Democratic practices in society.

Enabling the communities to adopt – democratic practice for decision making.

Suggested Readings

1. Palanithurai G., Social Relevance of Higher Learning Institutions, New Delhi: Concept Publishing Company, 2012.
2. Palanithurai G., Village Placement Programme: An Experiential Learning, New Delhi: Concept Publishing Company, 2015.
3. Palanithurai G, Larger Role of Academics in Rural Human Life, University News Vol. 47: No 16, 2006.
4. P. V. Narasimha Rao, Rural Universities my vision, Inaugural Address, Hyderabad: National Council of Rural Institutes, 1995.
5. Palanithurai G., Rural Universities in the Era of Globalization, University News Vol 47: No 33, 2009.

3. Individual Community Collective Social Responsibility

Course Code: 21PSDI00M3

Credits: 2

Course Objective

1. To understand the significance of individual community collective social responsibility

Learning Outcomes

1. To familiarize students on concepts and theories related to collective social responsibilities
2. To familiarize students on methods and tools for generating collective action for development.

Course Units

Unit - 1: Theories

Citizenship history and citizenship theory- theory- history of enlightened collective action- Individual life and collective life- Maintenance of civil to in social actions- discharging responsibilities.

Unit - 2: Perspectives

Views and perspective on the role of individuals and communities in social action – rules and responsibilities mandated and volunteered- focus on collective well being and individual's protection.

Unit - 3: Empowerment

Empowerment consciousness and democracy promotion- strategies for building up collective consciousness among the citizens and enabled them to participate in the process of development.

Unit - 4: Citizenship Building

Building social citizenship- expanding the social space for the citizen's action to protect ecology and environment.

Unit V: Citizenship for Development and Social Transformation

Citizenship and transformation: reconstruction work- deconstruction work- engagement of citizens in community work- evolving individuals through transformation- building civic values.

Suggested Readings

1. Gandhi M.K., Constructive Programme, Ahmadabad, Navjeevan Publication, 1960
2. Pocock J.G.A., The Ideal Citizenship Since Classical Times, Queen,s Quarterly, 1992
3. Michael Mann, Ruling Class Strategies and Citizenship, Sociology, Vol. 21 pp 339-354
4. Amy Gutmann, Civic Education and Social Diversity, Ethics, 1989 Vol. 99. Pp 250
5. Muhammad Yunus, Banker to the Poor, New Delhi: Penguin, 2007.

4. Good Governance

Course Code: 21PSDI00M4

Credit: 2

Course Objective

1. To familiarize students on the concepts of Good Governance

Learning outcomes

1. Understanding the elements of Good Governance
2. Understanding the working of Good Governance in India

Course Units

Unit-I

Good Governance – Meaning, Nature and Significance

Unit-II

Characteristics and Principles of Good Governance

Unit-III

Rule of Law, Participation, Consensus, Transparency

Unit-IV

Efficiency, Responsive, Equity, Inclusiveness, Accountability

Unit-V

Working of Good Governance in India – Critical Appraisal

Suggested Readings

1. E. Vayunandan, Good Governance: Initiatives in India, Prentice Hall India Publication, 2003.
2. N. Bhaskara Rao, Good Governance: Delivering Corruption free public services, Sage Publication 2013.

5. Indian Political Thinkers

Course Code: 21PSDI00M5

Credit: 2

Course Objective

1. To familiarize students in the contribution of leading political thinkers of India.

Learning Outcomes

1. To learn political thoughts of Indian Leaders.
2. To understand the role of Political thinkers in the development of Indian Society.

Course Units

Unit-I : Balgangadar Tilkak

Nationalism and swaraj

Unit-II : Jawaharlal Nehru

Ideas of Democracy

Unit-III : B.R. Ambedkar

Constitutional Justice

Unit-IV : E.V.R. Periyar

Radical Social Justice

Unit-V: Jothirao Phule

Social liberation

Suggested Readings

1. Himanshu Roy, M.P. Singh(ED) Indian Political thought: Themes and Thinkers Pearson Education 2020.
2. Bidyut Chakrabarty, Rajendra Kumar Pande, Modern Indian Political Thought: Tex and context Sage Texts 2009.

6. Indian Foreign Policy

Course Code: 21PSDI00M6

Credit: 2

Course Objective

1. To familiarize the students in the Indian Foreign Policy

Learning Outcomes

1. To learn the key determinants of Indian Foreign Policy
2. To learn the developments of relationship of India with its neighboring countries.

Course Units

Unit-I :

Geographical determinants of Indian Foreign Policy.

Unit-II :

Historical evolution of Indian Foreign Policy.

Unit-III :

India – Pakistan Relations.

Unit-IV :

India – China Relations

Unit-V:

India as an emerging power in the World

Suggested Readings

1. Oxford Handbook of Indian foreign policy, Ed Malone, D, Rajamohan .C and Srinath Ragavan, Oxford University press, India 2015.
2. Smith Ganguly, Indian foreign Policy (short introduction series) Oxford University press 2015.

Part V - Human Values and Professional Ethics

Ethics and Values in Public Administration

Course Code: 21PSDI09H1

Credits: 2

Course Objective

1. To help the students understand the ideas of values, ethics in public administration

Learning Outcomes

1. To understand the values in the constitution of India.
2. To understand the practice of ethics and values in public service.

Course Units

Unit I : Introduction

Ethics and Values: Concepts, Meaning, Definitions and Scope, Significance Ethics in Professions.

Unit II : Role of Values and Ethics in Public Administration

Evolution of Norms, Values and Ethics in Public Affair - Values, Ethics and Rules and Laws.

Unit III: Values in Indian Constitution

Values in Preamble - Values in Fundamental Rights - Values in Directive Principles of State Policy

Unit IV: Core values in Public Administration

Integrity, Honesty, Objectivity, Transparency, Leadership.

Unit V: Values for serving the Public

Empathy, Justice, Fairness, Human Dignity.

Suggested Readings

1. Ramesh K.Arora, Ethics, Integrity And Values In Public Service, New Age International Private Limited, 2014
2. D.D. Basu, Introduction to the Constitution of India, Wadhwa Publications, Nagpur.
3. Ranvijay Upadhyay, Ethics, Integrity and Aptitude In Governance, SAGE Publications, 2017
4. Dean Gueras and Charles Garofalo, Practical Ethics In Public Administration, Berrett-Koehler Publishers, 2010

VALUE ADDED COURSES

1. Life Skill

Course Code: 21PSDI00S1

Credits: 2

Course Objective

1. To train students in basic life skills

Learning Outcomes

1. To help students internalize life skills
2. To train the students in applying life skills to get success in life.

Course Units

Unit-I: Introduction

Identifying self, inner potentials and setting goals for life.

Unit – II: Organizing Thoughts and Attitude

Self Analysis – Critical Thinking – Creative Thinking – Focusing Mind on Goals-
Achieving Goals

Unit – III: Organizing Behavior and Daily Life

Formation of basic life habits and behavior – Practicing habits and behaviors to
Enhance progress in life

Unit – IV: Social Skills

Social Skills – Communication- Networking - Empathy

Unit –V :Decision Making Skills

Decision Making- Execution Skills- Risk Taking Ability

Suggested Readings

1. Life Skill Teachers Manual, CBSE, NCERT, 2019.
2. Swami Amartyananda, Effective Life Management, Advaita Ashrama, Kolkatta, 2010

2. Personality Development

Course Code: 21PSDI00S2

Credits: 2

Learning Objective

1. To build self confidence among the students

Course Outcomes

1. Improve the overall personality of the students.
2. Develop and exhibit the sense of self development

Course Units

Unit I - Introduction

Defining Personality - Personality Development - Stability of Personality - Personality Change.

Unit II Theories of Personality

Psychoanalytical Theory of Personality- Trait Theory of Personality- Social Cognitive Theories- Behaviorism and Learning Approaches to Personality

Unit III Determinants of Personality

Cognitive Determinants - Intellectual Development and Intellectual Capacities - Deviant Intelligence - Major areas of adjustment affected by Intelligence Socio-cultural Determinants - Family and Educational Determinants - Social Determinants Emotional Determinants – Dominant Emotions, Emotional Expressions - Emotional Balance and Emotional Deprivation - Emotional Catharsis and Emotional Stress.

Unit IV Personality Enrichment

Motivation and its Process Life Skills for Personality Development.

Unit V Managing Self

Emotions, Ego, Pride, Stress, Achievements, Confidence improvement, Recognition of one's own limitations and deficiencies , Interpersonal Skills, Communication Skills, Commitment, making decisions, handling your and other people's stress, empowering, motivating and inspiring others.

Suggested Readings

1. Ciccarelli .K. Saundra, Meyer.E. Glenn, (2007). Psychology, Pearson Prentice
2. Hall, New Delhi.
3. Hilgard, E, Atkinson RC & Atkinson RL (1976). Introduction to Psychology (6th Edn.), Oxward &IBH Publishing Co. Pvt Ltd, New Delhi.
4. Nair .V. Rajasenan, (2010). Life Skills, Personality and Leadership, Rajiv Gandhi National Institute of Youth Development, TamilNadu.

3. Right to Information

Course Code: 21PSDI00S3

Credits: 2

Course Objective

1. To familiarize students on Right to Information

Learning Outcomes

1. To familiarize students on the Right to information Act 2005.
2. To train students in the application of RTI.

Course Units

Unit -I: Introduction

Transparency and accountability in Governance and Public Service –Background of RTI Act India 2005.

Unit- II : Provisions of RTI Act

Provisions of RTI Act 2005 and Amendment in 2019- Scope of RTI Act.

Unit -III: Organizational Structures: Powers Functions Responsibilities

Public Information Officer - Appellate Authorities - State Information Commissioner
-Central Information Commission.

Unit -IV: Procedures for RTI

Procedures and rules to obtain Information as per RTI Act 2019

Unit -V: Working of RTI in India

Critical appraisal of the outcome of RTI Act - Amendments to the RTI Act - Role of Judiciary

Suggested Readings

1. RTI Act 2005.
2. RTI Act 2019.
3. Das. P.N. Handbook on The Right to information Act, Universal Law publishing company.

4. Public Speaking

Course Code: 21PSDI00S4

Credits: 2

Course Objective

1. To capacitate students in public Speaking

Learning Outcomes

1. To develop public speaking skills among the students
2. To train students use public speaking skills for personal and social development

Course Units

Unit-I Introduction

Public Speaking – Importance for Personal and Social Growth

Unit – II Elements of Public Speaking

Speakers- Audience – Purpose – Message – Medium- Response - Situation - Outcome

Unit – III Developing Capacity

Free from Fear – Practice - Physical Fitness-Breathing - Voice Modulation -
Knowledge Expansion

Unit – IV Preparations

Fixing Purpose, Subject - Taking Notes - PPT, Videos, Entertainment Elements -
Body Language

Unit –V Practicals in Public Speaking

With Preparation - Without Preparation – Debates: for and against - Recording and
Reviewing

Suggested Readings

1. Dale Carnegie, How to Develop Self-Confidence and Influence People by Public Speaking, Simon & Schuster, 2010
2. Swami Amartyananda, Effective Life Management, Advaita Ashrama, Kolkatta, 2010
3. Dale Carnegie, How to enjoy your Life and Your Job, Simon and Schuster publishers, 2010

5. Social Capital

Course Code: 21PSDI00S5

Credits: 2

Course Objective

1. To familiarize students understand the concept of Social Capital

Learning Outcomes

1. To learn build Social Capital for Personal, Organization and community development
2. To use different types of social capital for achieving goals

Course Units

Unit – I

Social Capital –Meaning, Nature, Definition and Significance

Unit – II

Putnam Theory of Social Capital – Various types of Social Capital

Unit – III

Building Social Capital by Individuals – Organizations- Communities

Unit – IV

Social Capital use and outcome for Individuals- Organizations and Communities

Unit – V

Use of Information Technology and Social Media for building and using Social Capital

Suggested Readings

1. Robert D. Putnam “Bowling Alone: The Collapse and Revival of American Community, New York: Simon & Schuster; 2000.
2. John Field “ Social Capital (Key Ideas), Routledge Publisher, 2008

6. Financial Literacy

Course Code: 21PSDI00S6

Credits: 2

Course Objective

1. To train students in basic financial skills

Learning outcome

1. To motivate students earn and save money
2. To train students in investing money in insurance schemes.

Course Units

Unit-I: Financial Literacy

Nature and Significance of Financial Literacy, Its importance for livelihood and essential needs of life – Problems of Poverty and Debt Trap – Money for Family Wellbeing and Social Obligations

Unit – II : Earning Money

Early Employment – Part-Time-Full Time Employment – Earn while learn – Self Employment Entrepreneurship

Unit – III: Budgeting and Accounting Finance

Budgeting Daily, Monthly and Annual Expenses - Maintenance of Accounts – Monitoring Spending Pattern – Control and Rationalizing Expenses using online Application

Unit – IV: Saving and Insurance

Developing Saving Habits- SB Account –Recurring Deposits – Retirement Savings-Pension Funds – PPF-GPF- Life Insurance – Term Insurance – Health Insurance

Unit - V: Investment for Returns

Investing in Stocks, Real Estate and Gold

Suggested Readings

1. Tara Concannon-Gibney, Essential Literacy Skills in the Early Years Classroom: A Guide for Students and Teachers, Routledge, 2017
2. Tara Concannon-Gibney, Teaching Essential Literacy Skills in the Early Years Classroom: A Guide for Students and Teachers, Routledge, 2019

7. Leadership Skills

Course Code: 21PSDI00S7

Credits: 2

Course Objective

1. To motivate students take leadership in community and organization

Learning Outcomes

1. To learn skills required for leadership
2. To get confidence to take responsibility

Course Units

Unit –I Leadership

Concept, meaning and significance

Unit – II Types of Leadership

Types of Leadership - Qualities of a good Leader

Unit –III Leadership Skills –I

Goal setting, Team Building, Motivating, Communicating, Listening, courage.

Unit – IV Leadership Skills – II

Vision Building, Creativity, Risk Taking, Mentoring, Patience, Reliability, Problem solving.

Unit – V Leadership Models

Politics: Gandhi

Social Reform: EVR. Periyar

Business: Shiv Nadar of HCL

Suggested Readings

1. Marlene Caroselli, Leadership skills for Managers, MC Graw-Hill Education, 2000.
2. John P. Kotter, Leading change, Harvard Business review, 2012.

8. Corporate Social Responsibility

Course Code: 21PSDI00S8

Credits: 2

Course Objective

1. To familiarize students with Corporate Social Responsibility Act

Learning Outcomes

1. To learn the working of Corporate Social Responsibility in Corporate
2. To understand successful models under Corporate Social Responsibility

Course Units

Unit – I : Introduction

Corporate Social Responsibility - Meaning, Definition, Nature, Scope and Significance.

Unit – II : Corporate Social Responsibility Act 2013

Salient features of Corporate Social Responsibility Act 2013.

Unit – III : Corporate Social Responsibility Administrative Systems in Corporate

Allocation of Funds, CSR Committee- CSR Policy of the Corporate – CSR, NGOs and Government Partnership.

Unit – IV: Corporate Social Responsibility Activities

Social welfare – Health – education – marginalized groups Development – National Heritage.

Unit – V : Working of Corporate Social Responsibility

Case Studies on Corporate Social Responsibility – Critical Analysis.

Suggested Readings

1. Sanjay K. Agarwal, Corporate Social Responsibility in India, SAGE Publications, 2008
2. René Schmidpeter, Samuel O. Idowu, Matthias S. Fifka, Nicholas Capaldi, Liangrong Zu, Dictionary of corporate social responsibility , Cambridge University Press, 2017
3. Nayan Mitra, René Schmidpeter, Mandated Corporate Social Responsibility: Evidence from India, Cambridge University Press, 2019

2. Indian Constitution

Course Code: 21PSDI00A2 / 21PSDU00A2

Credits: 4

Course Objective

1. To introduce the basic principles and features of Indian constitution

Specific Objectives of Learning

1. To familiarize students on the fundamental rights and their application
2. To help students understand the working of executive, legislature and Judiciary in the Indian Constitution.
3. To discuss the contemporary issues in the administration affecting society in India.

Course Units

Unit – 1:

Constituent Assembly - Philosophy - Preamble - Salient Features of Indian Constitution.

Unit – 2:

Fundamental Rights - Directive Principles of State Policy - Fundamental Duties.

Unit – 3:

Union Executive - President - Election - Powers and Functions - Council of Ministers - Prime Minister - Position and Powers - Relationship between Prime Minister and President. State Executive – Governor – Powers and Functions, Chief Minister – Position and Powers, Relationship between Chief Minister and Governor.

Unit - 4:

Union Legislature - Structure, Powers and Functions - Speaker - Powers and Functions - Procedures of Constitutional Amendment - State Legislature – Structure, Powers and Functions.

Unit – 5:

Judiciary - Supreme Court - Powers and Functions – High Court – Powers and Functions – Judicial Review.

Suggested Readings

1. D.D.Basu, An Introduction to Indian Constitution, New Delhi: Prentice Hall of India Private Limited, 1994.
2. M.V.Pylee, Constitutional Government in India, New Delhi: S.Chand and Company, 1984.
3. D.D.Basu, Shorter Constitution of India, New Delhi: Prentice Hall, 1981.
4. Johari, Indian Government and Politics, Delhi: Vishal Publications, 1984.
5. J.R.Siwach, Dynamics of Indian Government and Politics, New Delhi: Sterling Publishers Private Limited, 1985.

Minutes of the Board of Studies Meeting

The Board of Studies (BOS) of the Department of Political Science was held in online mode on 1st September 2021 at 10.00 a.m. in the Department of Political Science and Development Administration, GRI, Gandhigram, Dr.K.S. Nakkeeran, Professor and Head, presided over the BOS meeting. The following members participated in the meeting.


1. **Dr. K.S. Nakkeeran** - **Chairperson**
Professor and Head
Department of Political Science and
Development Administration
GRI, Gandhigram.
2. **Dr. V. Ragupathy** - **Member**
Professor
Department of Political Science and
Development Administration
GRI, Gandhigram.
3. **Dr. Sonkhogin Haokip** - **Member**
Associate Professor
Department of Political Science and
Development Administration
GRI, Gandhigram.
4. **Dr. Girish R. Kumar** - **Member - External**
Professor
Department of Political Science,
University of Kerala
Kariavattom
Thiruvananthapuram
Kerala Pin Code: 695581


Prof. B. Mohanan
Professor
Dept of Politics & International Studies - **Member - External**
Pondicherry University
Pondicherry– 605014.

(Prof. B. Mohanan could not attend the meeting)

RESOLUTIONS PASSED

1. Resolved to approve the syllabus for M.A. Development Administration (Five Year Integrated).
2. Resolved to approve the request of the internal members to incorporate certain changes in the approved syllabus as and when required with the permission of the Vice-Chancellor and the same may be ratified in the next academic council.
3. Resolved to approve the panel of examiners for M.A. Development Administration (Five year Integrated), Electives: Generic and Allied courses offered by the department.
4. Resolved to approve the panel of experts for the selection committee for the recruitment of faculty members in the department.


(Dr. V. RAGUPATHY)


(Dr. K.S. NAKKEERAN)


(Dr. SONKHOGIN HAOKIP)

(Dr. GIRISH R. KUMAR)

Girish Kumar

Thursday, Sep 2, 2021,
12:05 PM (5 hours ago)

from: **girish
kumar** <girishramkumar@yahoo.com>

to: HOD political science
<hodpsda@gmail.com>

Sir,

Approving the Minutes.
Thank you

Prof. Girish R Kumar | Department of Political Science | University of Kerala |
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94470 90000 | E-mail: girishramkumar@yahoo.com