

Jharkhand NEP, FYUGP 2022-23 onwards

Major & Minor in Public Administration



Revised Curriculum and Credit Framework for the Four-Year Undergraduate Programmes (FYUGP)

As per Provisions of NEP-2020, implemented from the Academic Year 2022-23 onwards (KU Ref.No.KU/R397/23,dated-14/03/23)

Kolhan University,Chaibasa,Jharkhand

Revised Courses of Study for Four Year Undergraduate Programme 2022-23, Major in Public Administration

w.e.f. 2022-23 Academic Year

Major & Minor in Public Administration

Revised Draft Syllabus

Kolhan University, Chaibasa, Jharkhand

Semester wise Course Code, Paper name and Credit Points

Jharkhand, NEP, FYUGP 2022-23							
onwards							
Table 6: Semester wise Course Code and Credit Points for Single Major:							
Semester	Common, Introductory, Major, Minor, Vocational & Internship Courses			F.M.	P.M.	Internal Exam.F.M.	University Exam.F.M.
	Code	Papers	Credits				
I	AEC-1	Language and Communication Skills (MIL-1)(Modern Indian Language including TRL) Hindi(50 Marks)	2	50	20	No Internal Exam	50
	VAC-1	Value added Course-1 Section-A- Understanding India Section-B- Environmental Science	2+2 =4	50 50	20 20	No Internal Exam	50 50
	SEC-1	Skill Enhancement Course-1 Digital Education	3	75	30	No Internal Exam	75
	MDC-1	Multi-disciplinary Course-1 Indian Administration	3	75	30	No Internal Exam.	75
	MN-1A	Minor from Discipline-1 Health Administration	4	100	40	25	75
	MJ-1	Major paper 1 (Disciplinary/ Interdisciplinary Major)	4	100	40	25	75

		Introduction to Public Administration					
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Sem-1
MN-1A, Minor from Discipline-1
Health Administration

Credit-4

Full Marks-100 Pass Marks-40

Internal Exam-25 Marks

End Sem. University Exam-75 Marks

1 Credit -1-hour Class in a Week

4 Credit - 4 hours Class in a Week

15 weeks 60 hrs Class (60 Lectures)

In a week 3 classes+1 Tutorial=4 Classes

Learning outcomes

1. An understanding of the theoretical issues related to healthcare policies
2. An understanding about various governmental programs and institutions/organizations at national and international levels
3. Acquaintance with the challenges faced by Public Health Administration

Teaching Learning methods

The pedagogy comprising of conventional lecture methods and supplemented with classroom interactions, discussions, tutorials, quiz, seminar and assignment to be used to deliver the course.

Assessment method

The students are to be evaluated on the basis of their regularity of class attendance, participation in class room interactions, discussions and quiz; assignments, mid-term and end-semester examination

Total 60 hrs,60 Lectures

UNIT – I (15hrs,15 Lectures)

Introduction: Public Health Administration – Nature, Significance and Scope; Sustainable Development Goals (SDGs) and Public Health; World Health Organization (WHO) – structure, functions and role in Asia

UNIT – II (15hrs,15 Lectures)

Institutional Framework of Health Administration at national level: Union Ministry

of Health and Family Welfare – organization, functions and role; Healthcare Programmes in India – Family Welfare Programme; Reproductive Child Healthcare; Immunization Programme; National Health Mission (NHM)

UNIT – III (15hrs,15 Lectures)

Institutional Framework of Health Administration at state level: Organization, functions and role of the Department of Health; Health Programmes at state level; Administration of Primary Healthcare at the local level

UNIT – IV (15hrs,15 Lectures)

Other Healthcare Institutions: National Institute of Health and Family Welfare – structure, functions and role; Medical Council of India – structure, functions and role; Challenges of Public Health Administration

Recommended Readings:

- Ahmad, Alia and Lalitha, N (Eds.) (2013) An Institutional Perspective on Provision of Health Care in India and Bangladesh. Academic Foundation: New Delhi
- Ballabh, C (2007) Health Care Services in Hospital. Alfa Publication: New Delhi
- Banerjee, Baratati (Ed.)(2017) DK Taneja's Health Policies & Programmes in India (15th Edition). Jaypee Brothers Medical Publishers: New Delhi
- Bergerhoff, Petra; Lemann,Dieter; Novak, P (Eds.)(1990)Primary Health Care: Public Involvement, Family Medicine, Epidemiology and Health Economics. Springer-Verlag: Berlin and Heidelberg.
- Burci, Gian Luca and Vignes, Claude-Henri (2004) World Health Organization. Kulwer Law International: London/New York
- Ghosh, B (1948) A Treatise on Hygiene and Public Health. Scientific Publishing Company: Calcutta
- Hanlon, John H (2008) Principles of Public Health Administration. C V Mosley Co. Mahal: St. Louis
- Henry, Zodinliana Pachuau (2015) Children Under Institutional Care in North-East India. Lambert Academic Publishing: New Delhi
- Kishore, Jugal (2016) National Health Programs of India, National Policies and Legislations related to Health (12th Edition).Century Publications: New Delhi
- Monk, Abraham (Ed.) (2016) Health Care of the Aged: Needs, Policies, and Services, Journal of Gerontological Social Work, Vol. 15, Nos.3-4. Routledge: New York
- Packard, Randall M (2016)A History of Global Health Interventions into the Lives of Other People. John Hopkins University Press: Baltimore
- Rout, Himanshu Sekhar (Ed.) (2011) Health Care Systems: A Global Survey. New Century Publications: New Delhi
- Sanjivi, K S (2007) Planning India's Health. Orient Longman: University of California
- Terry, McNulty and Ferlie, Ewan (2004) Re-engineering Health Care. Oxford University Press: New Delhi
- World Health Organization (2017) World Health Statistics 2017: Monitoring Health for the SDGs. Sustainable Development Goals: World Health Organization: USA

Semester-1

MJ-1

Major Paper-1(Disciplinary/Interdisciplinary Major)

Paper Name- **Introduction to Public Administration**

Credit-4

Full Marks-100

Pass Marks-40

Internal Exam-25 Marks

End Sem. University Exam-75 Marks

1 Credit -1-hour Class in a Week

4 Credit - 4 hours Class in a Week

15 weeks 60 hrs Class (60 Lectures)

In a week 3 classes+1 Tutorial=4 Classes

Learning outcomes

1. Awareness about the evolution and growth of the discipline of Public Administration.
2. Learning of basic principles and approaches of Public Administration.
3. Theoretical clarity of basic concepts and dynamics (both ecological and others) relating to Public organizations.

Teaching – Learning methods

Pedagogical methods such as class room lectures and students-teacher interactions, group discussion, quiz, seminar and assignment etc will be used.

Assessment methods

Summative assessment method comprising of assignment, internal/term examination, regularity in classes and end semester final examination.

Total 60 hrs,60 Lectures

UNIT – I (15hrs,15 Lectures)

Public Administration as a Discipline: Meaning, Nature, Scope, Dimensions and Significance of the discipline and its relations with Political Science, Management, Law and Economics. Public and Private Administration. Evolution of Public Administration, Minnowbrook Conferences (I, II & III)

UNIT – II (15hrs,15 Lectures)

Growth and Trends in Public Administration: New Public Administration (NPA), New Public Management (NPM), Globalization and Public Administration, Paradigm Shift

from Government to Governance, New Public Service (NPS), Feminist Perspectives

UNIT – III (15hrs,15 Lectures)

Organization and its Principles: Organization: Meaning, Basis and Forms of Organizations. Principles of Organization: Hierarchy, Unity of Command, Span of Control, Coordination, Authority and Responsibility, Supervision and Control, Centralization, Decentralization and Delegation

UNIT-IV (15hrs,15 Lectures)

Chief Executive, Leadership and Accountability: Chief Executive: Meaning, Types, Functions and Role; Line, Staff and Auxiliary Agencies; Headquarter and Field relationships; Decision Making; Communication; Leadership; Accountability

Recommended Readings:

Avasthi, A and Maheshwari, S R (2013) Public Administration. Lakshmi Narain Agarwal: Agra

Basu, Rumki (2008) Public Administration: Concepts and Theories. Sterling Publishers: New Delhi

Bhagwan, Vishnoo; Bhushan, Vidhya and Mohla, Vandana (2010) Public Administration. S. Chand: Jalandhar

Bhambri, C. P. (2010) Public Administration Theory and Practice(21stEdition). Educational Publishers: Meerut

Bhattacharaya, Mohit (2008) New Horizons of Public Administration. Jawahar Publishers and Distributors: New Delhi

Bhattacharya, Mohit (2000) Public Administration. World Press: Calcutta

Bhattacharya, Mohit (2012) Public Administration: Issues and Perspective. Jawahar Publishers and Distributors: New Delhi

Chakrabarty, Bidyut and Chand, Prakash (2012) Public Administration in a Globalizing World: Theories and Practices. Sage: New Delhi

Denhardt, Janet V and Denhardt, Robert B (2015) The New Public Service: Serving, Steering (4th Edition). Routledge: New York

Drucker, Peter F (1993) Management: Tasks, Responsibilities, Practices. Harper Collins: New York

Drucker, Peter F (2008) The Essential Drucker. Harper Collins: New York

Dunleavy, P (1992) Democracy, Bureaucracy and Public Choice. Harvester Wheatsheaf: Aldershot, UK

Fesler, James W (2007) Elements of Public Administration. Read Books: Worcestershire, UK

Ghuman, B.S. (2001) New Public Management: Theory and Practice, Indian Journal of Public Administration, Vol. XLVII, No. 4, pp.769-779

Golembiewsky, R. T. (1977). Public Administration as a Developing Discipline –Part 2. Marcel Dekker: New York

Goodnow, Frank J (2009) Politics and Administration: A Study in Government Originally published by MacMillan in 1900, Fifth Printing. Transaction Publishers: New Brunswick, New Jersey

Henry, Nicholas(2013). Public Administration and Public Affairs (13thEdition). Taylor and Francis: New York

Hood, Christopher (1989) Public Administration and Public Policy: Intellectual Challenges for the 1990's, Australian Journal of Public Administration, 48:3466-58

Hood, Christopher and Dixon, Ruth (2015) A Government That Worked Better and Cost Less?: Evaluating three Decades of Reform and Change in UK Central Government. Oxford University Press: Oxford

Koontz, H. and O'Donnell, Cyril (1986) Principles of Management (4thEdition).

Marx, Fritz Morstein (ed.) (1946). Elements of Public Administration. Prentice Hall: New York

Laxmikanth, M (2011) Public Administration. Tata McGraw: New Delhi

Marini, F (1971) Towards a New Public Administration. Chandler: Scranton, PA

Medury, Uma (2010) Public Administration in the Globalization Era – The New Public Management Perspective. Orient Blackswan: New Delhi

Nigro, Felix A, and Nigro, Lloyd G(1988). Modern Public Administration (7thEdition) HarperCollins : New York

Niskanen Jr., William A (2007) Bureaucracy and Representative Government. Aldine-Atherton : Chicago

Osborne, D and Gaebler, T (1992) Reinventing Government. Penguin Press: New York

Osborne, David and Gaebler, Ted (1992) Re-inventing Government: How the Entrepreneurial Spirit is Transforming the Public Sector. Addison Wesley: New York

Ostrom, Elinor (2015) Governing the Commons: The Evolution of Institutions for Collective Action. Cambridge University Press: Cambridge

Pfiffner, J M(1960). Administrative Organization. Prentice Hall: New York

Raadschelders, Jos C N (2011) Public Administration: The Interdisciplinary Study of Government. Oxford University Press: New York

Robinson, Mark (2015) From Old Public Administration to the New Public Service – Implications for Public Sector Reform in Developing Countries. UNDP Global Centre for Public Service Excellence: Singapore

Rosenbloom, David H; Kravchuk, Robert S and Clerkin Richard M (2009) Public Administration: Understanding Management, Politics and Law in Public Sector (8th Edition). McGraw Hill : New Delhi

Shafritz, Jay M and Hyde, Albert C (Eds.)(2012) Classics of Public Administration (8thEdition). Cengage Learning: Singapore

Shafritz, Jay M; Russel, E W; Borick, Christopher P and Hyde, Albert C (2017) Introducing Public Administration (9th Edition). Routledge: New York

Sharma, M P and Sadana, B L (2000) Public Administration in Theory and Practice. Kitab Mahal: New Delhi

Simon, Herbert A (1947) Administrative Behaviour: A Study of Decision Making Processes in Administrative Organizations (4thEdition). Free Press: New York

Stivers, Camila M (2002) Gender Images in Public Administration: Legitimacy and the Administrative State. Sage Publications: Thousand Oaks, CA

Urwick, L F and Gulick, L (Eds.) (1937) Papers in the Science of Administration. Columbia University Press: New York

Vickers, John and Yarrow, George (1988) Privatization: An Economic Analysis. MIT Press: Cambridge

Waldo, Dwight (1955) The Study of Public Administration. Random House:
White, Leonard D. (1948) Introduction to the Study of Public Administration (Originally
published in 1926) (3rd Edition). MacMillan: New York

Sushama Yadav And Balwan Gautam, “Lok Prashasan: Siddhant Evam Vyavahar”,Orient
Blckswain, Hyderabad.

Rumaki Basu, “Lok Prshasan”, Jawahar Publication, Delhi.

Note:

Semester-1 total Credits=20

For all Semesters=160 Credits

1 Credit -1-hour Class in a Week

4 Credit - 4 hours Class in a Week

15 weeks 60 hrs Class (60 Lectures)

In a week 3 classes+1 Tutorial=4 Classes

25 Marks Internal Examination may include 20 marks questions from **written Examination (1 Hr Exam)**/Assignment/Project/Tutorial wherever applicable whereas 5 marks will be awarded on the attendance/overall class performance in the semester

For End Sem.Examination-75 Marks,3Hrs Exam

There will be two group of questions. Group A is Compulsory which will contain three questions. Question No.1 will be very short answer type consisting of five questions of 1 mark each. Question No.2 & 3 will be short answer type of 5 marks. Group B will contain descriptive type six questions of fifteen marks each, out of which any four are to answer.

Objective type=1*5=5

Short Answer=5*2=10

Long Answer=15*4=60

Total 75

Note: Follow the Revised NEP Guidelines 2023, for details Ref.No.KU/R/397/23,dated-14/03/23(Enclosed)