**DEPARTMENT OF PUBLIC ADMINISTRATION**

KURUKSHETRA UNIVERSITY KURUKSHETRA

(Established by the State Legislature Act, XII of 1956)

(A+ Grade NAAC Accredited)

**SCHEME OF EXAMINATION OF**

**M.PHIL**. **PUBLIC ADMINISTRATION (2018-19)**

**AS PER CBCS PATTERN**

1. The M.Phil. Public Administration Course is under annual system.
2. The M.Phil. Public Administration Course is of 12 Credits.
3. There are three components of M.Phil. Programme i.e. A, B & C as placed below:-
4. Section comprises two papers:-

Paper – 1: Research Methods in Public Administration.

Paper – 2: Advanced Public Administration.

1. Seminars: Two Seminars each 50 marks from Paper – I and Paper – II mentioned in Section – A.
2. Dissertation:

Every M.Phil. student will submit Dissertation under the Supervision of an eligible Teacher as partial fulfillment to complete the M.Phil. Degree. The candidate shall appear in Viva-Voce Examination on the Dissertation submitted by him/her.

On the successful declaration of Papers I & II, and the successful completion of the evaluation of the dissertation including viva-voce, the M.Phil. Degree will be awarded.

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| --- | --- | --- | --- | --- | --- |
| **SECTION** | **PAPER** | **NOMENCLATURE** | **EXTERNAL** | **INTERNAL** | **CREDITS (THEORY)** |
| A | Paper - I | Research Methods in Public Administration | 80 | 20 | 4 |
| Paper - II | Advanced Public Administration | 80 | 20 | 4 |
| B | Paper III | Seminar – I |  | 50 | 2 |
|  | Seminar – II |  | 50 | 2 |
| C |  | Dissertation | - | - | - |
| **Total** | |  | **300** | | **12** |

Total marks: 300

Total credits: 12

**Section C: Dissertation**

**There will be grading system in dissertation as:-**

1. **Grade – ‘O’ (Outstanding)**

If the candidate deserves 85 to 100% marks.

1. **Grade ‘A+’ (Excellent)**

If the candidate deserves between 75% to 84% marks.

1. **Grade ‘A’ (Very Good)**

If the candidate deserves between 65% to 74% marks.

1. **Grade – ‘B+’ (Good)**

If the candidate deserves 55 to 64% marks.

1. **Grade – ‘F’ (Fail)**

If the candidate deserves less than 55% marks.

**PAPER –I**

**RESEARCH METHODS IN PUBLIC ADMINISTRATION**

Max. Marks: 100

External Marks: 80

Internal Marks: 20

Credit: 4

Time: 3 hours

**Note:-** The question paper will consist of Nine questions. The candidate will have to attempt Five questions selecting One question from each unit. The first question will be compulsory and will include 8 short-answer questions spread over entire syllabus. The remaining EIGHT questions will be set taking TWO questions from each unit.

**Course Objectives:**

Research methods for Social Science explains different research methods used today for conducting research in particular with public administration, governance and public policy. This course is intended as a sound introduction to study the research methods with an objective of understanding the difference between qualitative and quantitative research and able to use appropriative tools and techniques for problem solving.

**UNIT-I**

Social Science Research; Scientific Method; Identification and Formulation of Research Problem. Hypothesis and testing of hypothesis;

**UNIT-II**

Research Designs and their types; Basic Principles and types of sampling. Types and Sources of Data; Methods of Data Collection: Observation, Questionnaire, Interview and Case Study.

**UNIT-III**

Presentation and Analysis of Data; Classification, Tabulation and Graphical Representation of data. Statistical Techniques of analysing data; Measure of Central Tendency and Variability.

**UNIT-IV**

Concept and Use of SPSS in Social Science Research. Report Writing: Components and Characteristics of Good Report; Precautions: Reference Writing.

**Books Recommended:**

1. Goode and Hatt: Methods in Social Research, Mc Graw-Hill Books Co., New Delhi, 1987.
2. Settiz, C. Hahedam: Research Methods in Social Relations, Holt Rinc Hort & Wiston, New York, 1951.
3. Broota, KD, Experimental Design in Behavioral Research, Wiley Eastern, 1992.
4. Young, PV, Scientific Social Survey and Research, Prentice Hall, New Delhi, 1973.
5. Lazzersfeld, Paul F., On Social Research and Its language, Chicago University Press, Chicago, 1993.
6. Miller, Handbook of Research Designs and Social Analytical Measurement.
7. Garrelt, H.E., Statistics in Psychology and Education, Vakils, Bombay.
8. Galtung John, Theory and Methods of Social Research, New York, Columbia University, Press, 1967.
9. Jain, BM, Research Methodology, Research Publications, Jaipur.
10. Trivedi, R.N. & Shukla, O.P., Research Methodology, Research Publications, Jaipur.
11. Kothari, S.R., Methods and Techniques (2nd Ed.), Wiley Eastern Ltd. New Delhi.
12. Pearson, C.J., Thesis and Project Work, A Guide to Research and Thesis Writing, London, Allena and Unwin, 1973.
13. Ajai S. Gaur & Sanjay S. Gaur, Statistical Methods for Practice and Research: A Guide to Data Analysis Using SPSS, Sage Publications, 2006.

**PAPER-II**

**ADVANCED PUBLIC ADMINISTRATION**

Max. Marks: 100

External Marks: 80

Internal Marks: 20

Credit: 4

Time: 3 hours

**Note:-** The question paper will consist of Nine questions. The candidate will have to attempt Five questions selecting One question from each unit. The first question will be compulsory and will include 8 short-answer questions spread over entire syllabus. The remaining EIGHT questions will be set taking TWO questions from each unit.

**Course Objectives:**

The paper will familiarize the students with the frontiers and Emerging Areas in the discipline of Public Administration i.e. Public Choice Perspective, Ethics in Public Services, E-Governance & Administrative Reforms. It will also covers with the basis features of Indian Constitution, particularly those having relevance for the administrative set up in India. The paper will focus on the focus on the Accountability Reforms and Innovation in Administration.

**UNIT- I**

Theory of Public Administration: Evolution of Public Administration New Public Administration, in India. New Public Management Paradigm, Public Choice Perspective. Good Governance; Transparency with special reference to RTI; E-Governance- Problems and Prospects;.

**UNIT-II**

Emerging Politico-Administrative Scenario; Centre-State Relations; Human Rights and Human Rights Commission; Globalisation and Public Administration; Administrative Reforms. Judicial Activism; Consumer Protection

**UNIT-III**

Professionalism and Responsiveness in Bureaucracy; Administrative Culture; Organisational Efficiency and Effectiveness-Challenges and Remedies; Ethics in Public Services, Citizen Charter.

**UNIT-IV**

Constitutional Framework and Administration; Constitutional Reforms; National Constitutional Review Commission; 73rd - 74th and other Post-liberalisation Constitutional Amendments.

**Books Recommended:**

1. Daj Bata K., Good Governance-Parametric Issues: A Futures Vision, Uppal Publishing House, New Delhi, 2002.
2. Henry Nicholas, Public Administration and Public Affairs, Prentice Hall, New Jersey, 2005.
3. Ostoom Vincen, The Intellectual Crisis in American Public Administration, University of Alabama Poess, Alabama, 1974.
4. Muller Dennis. L., Public Choice, Cambridge University Press, 1979.
5. Osborne, David and Gaebler, Ted., Reinventing Government: How the Entrepreneurial Spirit is Transforming the Public Sector, Prentice Hall of India, New Delhi, 1992.
6. Frederickson Goerge, New Public Administration, Alabama, University of Alabama Press, 1990.
7. Heady Farrel, Public Administration: A Comparative Perspective, Nareel Dekker, 2002.
8. Jain R.B., Public Administration in India: 21st Century Challenges for Good Governance, Deep and Deep Publications, New Delhi, 2001.
9. Arora Ramesh K., Corporate Governance, Mangal Publication, Jonpur, 2003.
10. Barthwal C.P., Good Governance, Deep & Deep Publications, 2005.
11. Singh Hoshiar, Local Government in India, Britain, France and America, Kitab Mahal, Allahabad, 2005.
12. Sachdeva Pardeep, Urban Local Government and Administration in India, Kitab Mahal, 2000.
13. Ginni H.A., Centre State Relations and Sarkaria Commission, Deep & Deep Publications, New Delhi, 2004.
14. Bawa Noorjahan, Public Administration in the 21st Century, IIPA, New Delhi, 2004.
15. Indian Journal of Public Administration, IIPA, New Delhi.
16. Administrative Change, Jaipur.