

BHAGWANT UNIVERSITY
Sikar Road, Ajmer
Rajasthan



Syllabus

Institute of life Sciences & Applied Sciences
M. Phil
(Public Administration)

ANNUAL SCHEME OF EXAMINATION:

1. Every candidate shall be required to offer three written papers and one dissertation (equivalent to one paper). Within this frame work the Board of Studies shall recommend the course of study for the M. Phil examination.
2. The course of study for the M. Phil degree shall extend over a period of one academic year. There shall be a continuous internal assessment and as external assessment. The proportion of internal and external assessment shall be 30:70. There will be no internal assessment in the dissertation. Total marks for M. Phil will be 400. Dissertation may be written by the candidates under the supervision of any teacher who is registered as M. Phil Supervisor. Supervisor can guide normally five dissertations. However, the maximum limit may be relaxed by the permission of Vice-Chancellor on the recommendation of Head. The internal Supervisor can guide five candidates and workload of six hours is admissible for each M. Phil course for dissertation. The Supervisor will sign and issue a certificate counter signed by the Head of department concerned.
3. The internal assessment may be evaluated on the basis of:
 - (a) Mid Terms : 15 Marks
 - (b) Assignments /Seminar Presentation /Group Discussion: 15 Marks
4. Each theory paper shall consist of 100 marks. The dissertation shall also consist of 100 marks. For a pass, a candidate shall be required to obtain (a) at least 40% marks in each paper separately (b) a minimum of 50% marks in the aggregate of all the papers prescribed for the examination. In the mark sheet, successful candidates shall be classified as under

First Division	65% or more.
Second Division	50-65%
- 6- A candidate will have to pass individually both in the Internal as well as external examination and it should be shown separately in the marks sheet.
- 7- The placement of every candidate under a Supervisor/Guide shall be decided within two months from the last date for admission.
- 8- A candidate who fails at the examination even in one paper/dissertation shall be required to reappear at the examination in a subsequent year in all the papers/dissertation prescribed for the examination, provided that a candidate who obtains at least 50% marks in dissertation shall be exempted from the submitting a fresh dissertation and the marks obtained by him shall be carried forward for working out his result.
- 9- For each theory paper 10 questions will be set for the final examination and the candidate will have to attempt at least five questions. All the questions will carry equal marks.
- 10- Workload distribution: There will be a teaching of four periods of one hour duration per week for each theory paper and six hours for dissertation.
i.e. 4X3 = 12 hours for theory papers and six hours for dissertation per week.

M. Phil. Public Administration

Subject Code	Subject Name	Teaching hours			Distribution of marks					
		L	T	P	Theory Papers			Practical's		
					Internal	External	Total	internal	External	Total
01MPL19101	Research Methods	3	1	-	30	70	100	-	-	-
01MPL19102	Issues in Public Administration	3	1	-	30	70	100	-	-	-
01MPL19103	Policy Analysis	3	1	-	30	70	100	-	-	-
01MPL19201	Dissertation	-	-	6	-	100	100			
Total		9	3	6	90	310	400			

Grand Total-400

PAPER 1

Research Methods

Paper code 01MPL19101

Unit-I

Social Science Research : Meaning, Nature & Objectives, Types with Special Reference to Pure and Applied; Basis of Social Science Research; Concepts, Hypotheses and Variable, Problem of objectivity; Research Design : Meaning, Type and its Formulation.

Unit-II

Research Methods : Case Study and Survey; Sampling : Meaning and Types, Process of Selecting a Rerepresentative Sample, Testing the Reliability of the Sample.

Unit-III

Sources of Data : Primary and Secondary, Processing Data : Classification and Tabulation; Measures of Central Tendency and Dispersion; Report Writing.

Unit-IV

Project Formulation on Issues Concerning Women, Children, Aged, Scheduled Castes and Scheduled Tribes, Handicapped, Drug Addicted, Poverty Alleviation, Unemployment, Housing and Sanitation ; Local Government; Urban and Rural.

Unit V : Research Methods

Problem selection – Literature survey – Familiarity with ideas and concepts of investigation – acquiring technical skills – drawing inferences from data – qualitative and quantitative analysis – accessing the problems – results and conclusions – presenting a scientific seminar – publication of research paper – art of writing of thesis

PAPER II

Issues in Public Administration

Paper code 01MPL19102

Unit-I

Concept of Public Administration, Evolutionary Phases of Public Administration with Special Reference to Politics-Administration Dichotomy, Role of Public Administration in Developing Societies, Private Administration; Public Private Partnership (PPP)

Unit-II

Approaches to the study of Public Administration : Classical, Neo Classical/ Human Relation Approach, Decision-Making Approach.

Unit-III

Bureaucracy; its Types, Weber's Model, Characteristics and Role, Ideal Bureaucracy, Leadership Theories.

Unit-IV

Administrative Improvement : Meaning and Strategies, Contribution of O & M. Organisational Development : Meaning, Goals, Organisation Change.

Unit-V

Traditional Public Administration and New Public Administration, Public Choice Theory, New Public Management, Good Governance, Role of NGO's in Public Administration

PAPER III

Policy Analysis

Paper code 01MPL19103

Unit-I

Public Policy : Meaning, Nature and Importance

Types of Public Policy

Policy Cycle

Unit-II

Emerging Discipline of Policy Science ;

Meaning, Nature and Importance of Policy Science,

Views of David Easton, Harold Lasswell and Yehezkhel Dror.

Unit-III

Policy Making : Contextual Setting, Constraints in Policy Making and Need for Effective Policy Process, Policy Making Models,

Unit-IV

Role of Legislature, Executive and Judiciary in Policy Making & Interaction Among Them; Policy Making and Bureaucracy.

Determinants of, Policy Making; Political Parties, Pressure Groups, Interest Groups, Public Opinion and Mass Media;

Unit-V

Policy Implementation : Role of Government Agencies, role of non-Governmental agencies.

Policy Analysis : Meaning, Descriptive, Perspective and Comparative Dimension of Policy Analysis, Approaches to Policy Analysis, Policy Analysis : An Overview.

PAPER IV

Paper code 01MPL19201

Dissertation (any theoretical/experimental/

Investigatory Topics of M.Phil Standard

Out of theory papers.