FYUGP Political Science NEP Course Content
Rabindranath Tagore University, Hojai, Assam

Course Structure for 2 Minor Scheme of Political Science up to 4th Semester

Semester	Course Code	Course Title
1st Semester	Min-PSC-1.1	Indian Government and Politics
2nd Semester	Min-PSC-2.1	Political Process in India
3rd Semester	Min-PSC-3.1	Major Political Systems of the World (UK, USA, Switzerland and China)
	Minor-PSC-3.2	Understanding Public Administration
4th Semester	Minor-PSC-4.1	Public Policy and Administration in India
	Minor-PSC-4.2	Understanding Public Administration

Rabindranath Tagore University, Hojai, Assam

Semester: I

Course Title: Indian Government and Politics
Course Code: Minor-1.1
Nature of Course: Minor
Total Credits: 4
Distribution of Marks: 60 (End -Sem) +40 (Internal Assessment)

Course Objective:
The objective of this course is to acquaint students with the constitutional framework of India and the functioning of its key political institutions. It seeks to explore the complex nature of Indian federalism, the dynamics of decentralization, and the practical functioning of state structures. The course also aims to help students understand how the Indian Constitution balances competing ideals such as liberty, justice, decentralization, and strong central authority within its political system.

Course Outcome:
By the end of the course, students will have developed a comprehensive understanding of the structure and functioning of India's constitutional institutions. They will be able to analyze the interaction between constitutional provisions and political practices in India. Furthermore, students will gain insights into federal relations, the functioning of decentralization mechanisms, and the broader political processes that shape Indian governance.

Unit	Contents	Lecture	Tutorials	Total
Unit-1: (15 Marks)	**The Constituent Assembly and the Constitution** **Introduction:** Framing of the Constitution-Act of 1909, 1919, 1935 and 1947. Preamble and the Philosophy of the Constitution. A Critical Estimate of Fundamental Rights and Directive Principles of State Policy.	12	03	15
Unit-2: (15 Marks)	**Organs of Government** **The Legislature:** Parliament The Executive: President and Prime Minister **The Judiciary:** Supreme Court and High Courts	12	03	15
Unit-3: (15 Marks)	**Federalism in India** a. Division of Power between Center and State Government. b. A Critical Evaluation of Emergency Provisions. c. Fifth and Sixth Schedule of the Constitution	12	03	15

Unit-4: (15 Marks)	Decentralized Governance a. Panchayati Raj Institution and its Working b. 73rd and 74th Amendment Act c. 11th and 12th Schedule of the Constitution.	12	03	15

Modes of Sessional Assessment: 40 Marks
Assessment can be done through any one of the following:

(a) Unit Test (b) Group Discussion (c) Home Assignment (d) Fieldwork/Project and (e) Viva-Voce (f) Seminar Presentation

Suggested Readings

The Constituent Assembly and the Constitution

a. Philosophy of the Constitution, the Preamble, and Features of the Constitution

G. Austin, (2010) 'The Constituent Assembly: Microcosm in Action', in *The Indian Constitution: Cornerstone of a Nation*, New Delhi: Oxford University Press, 15th print, pp.1-25.

R. Bhargava, (2008) 'Introduction: Outline of a Political Theory of the Indian Constitution', inR. Bhargava (ed.) *Politics and Ethics of the Indian Constitution*, New Delhi: Oxford UniversityPress, pp. 1-40.

Additional Reading:

D. Basu, (2012) *Introduction to the Constitution of India,* New Delhi: Lexis Nexis.

S. Chaube, (2009) *The Making and Working of the Indian Constitution*, Delhi: National BookTrust.

Fundamental Rights and Directive Principles

G. Austin, (2000) 'The Social Revolution and the First Amendment', in *Working a DemocraticConstitution,* New Delhi: Oxford University Press, pp. 69-98.

A. Sibal, (2010) 'From Niti to Nyaya,' *Seminar*, Issue 615, pp 28-34.

Additional Reading:

The Constitution of India: Bare Act with Short Notes, (2011) New Delhi: Universal, pp. 4-16.

Organs of Government

a. The Legislature: Parliament

B. Shankar and V. Rodrigues, (2011) 'The Changing Conception of Representation: Issues,Concerns and Institutions', in *The Indian Parliament: A Democracy at Work,* New Delhi:Oxford University Press, pp. 105-173.

V. Hewitt and S. Rai, (2010) 'Parliament', in P. Mehta and N. Jayal (eds.) *The OxfordCompanion to Politics in India,* New Delhi: Oxford University Press, pp. 28-42.

The Executive: President and Prime Minister

J. Manor, (2005) 'The Presidency', in D. Kapur and P. Mehta P. (eds.) *Public Institutions inIndia*, New Delhi: Oxford University Press, pp.105-127.

J. Manor, (1994) 'The Prime Minister and the President', in B. Dua and J. Manor (eds.) *Nehruto the Nineties: The Changing Office of the Prime Minister in India,* Vancouver: University ofBritish Columbia Press, pp. 20-47.

H. Khare, (2003) 'Prime Minister and the Parliament: Redefining Accountability in the Age ofCoalition Government', in A. Mehra and G. Kueck (eds.) *The Indian Parliament: AComparative Perspective,* New Delhi: Konark, pp. 350-368.

The Judiciary: Supreme Court

U. Baxi, (2010) 'The Judiciary as a Resource for Indian Democracy', *Seminar,* Issue 615, pp.61-67.

R. Ramachandran, (2006) 'The Supreme Court and the Basic Structure Doctrine' in B. Kirpalet.al (eds.) *Supreme but not Infallible: Essays in Honour of the Supreme Court of India*, NewDelhi: Oxford University Press, pp. 107-133.

Federalism and Decentralization

M. Singh, and R. Saxena (eds.), (2011) 'Towards Greater Federalization,' in *Indian Politics:Constitutional Foundations and Institutional Functioning,* Delhi: PHI Learning Private Ltd., pp.166-195.

V. Marwah, (1995) 'Use and Abuse of Emergency Powers: The Indian Experience', in B. Aroraand D. Verney (eds.) *Multiple Identities in a Single State: Indian Federalism in a ComparativePerspective,* Delhi: Konark, pp. 136-159.

B. Sharma, (2010) 'The 1990s: Great Expectations'; 'The 2000s: DisillusionmentUnfathomable', in *Unbroken History of Broken Promises: Indian State and Tribal People,* Delhi: Freedom Press and SahyogPustakKuteer, pp. 64-91.*The Constitution of India: Bare Act with Short Notes,* (2011) New Delhi: Universal, pp 192-213.

P. deSouza, (2002) 'Decentralization and Local Government: The Second Wind of Democracyin India', in Z. Hasan, E. Sridharan and R. Sudarshan (eds.) *India's Living Constitution: Ideas,Practices and Controversies,* New Delhi: Permanent Black, pp. 370-404.

M. John, (2007) 'Women in Power? Gender, Caste and Politics of Local Urban Governance',in*Economic and Political Weekly*, Vol. 42(39), pp. 3986-3993.

Raghunandan, J. R (2012) Decentralization and local governments: The Indian Experience, Orient Black Swan, New Delhi

Baviskar, B.S and George Mathew (eds) 2009 Inclusion and Exclusion in local governance: Field Studies from rural India, New Delhi, Sage.

Rabindranath Tagore University, Hojai, Assam

Semester: II

Course Title : Political Process in India
Course Code : Minor-2.1
Nature of Course : Minor
Total Credits : 4
Distribution of Marks : 60 (End -Sem) +40 (Internal Assesment)

Course Objective: The objective of this course is to study the actual functioning of political institutions and processes in India beyond constitutional formalities. It explores the sociological dimensions of Indian politics, examining how caste, class, gender, religion, and region influence political behavior and state functioning. The course also seeks to analyze the evolving nature of the Indian state and the complex interplay of modern state power.

Course Outcome: Students completing this course will develop an in-depth understanding of India's political processes and institutions. They will be able to critically analyze how social categories such as caste, class, gender, and religion influence politics. Additionally, students will gain insights into the changing character of the Indian state, understanding the complex and sometimes contradictory dynamics of power, governance, and policy-making in contemporary India.

Unit	Contents	Lecture	Tutorials	Total
Unit-1: (15 Marks)	**Political Parties and the Party System** Trends in the Party System; From the Congress System to Multi Party System. Recent Trends of Single Party Majority System.	12	03	15
Unit-2: (15 Marks)	**Determinants of Voting Behaviour** Caste, Class, Gender and Religion	12	03	15
Unit-3: (15 Marks)	**Regional Aspirations** What is Regionalism? Rise of Regionalism in North East India Causes and Politics of Regionalism Politics of Secession and Accommodation	12	03	15
Unit-4: (15 Marks)	**The Changing Nature of the Indian State** Developmental, Welfare and Coercive Dimensions	12	03	15

Modes of Sessional Assessment: 40 Marks
Assessment can be done through any one of the following:

(a) Unit Test (b) Group Discussion (c) Home Assignment (d) Fieldwork/Project and (e) Viva-Voce (f) Seminar Presentation

Essential Readings

Political Parties and the Party System

R. Kothari, (2002) 'The Congress System', in Z. Hasan (ed.) *Parties and Party Politics in India*, New Delhi: Oxford University Press, pp 39-55.

E. Sridharan, (2012) 'Introduction: Theorizing Democratic Consolidation, Parties and Coalitions', in *Coalition Politics and Democratic Consolidation in Asia,* New Delhi: Oxford University Press.

Y. Yadav and S. Palshikar, (2006) 'Party System and Electoral Politics in the Indian States, 1952-2002: From Hegemony to Convergence', in P. deSouza and E. Sridharan (eds.) *India'sPolitical Parties*, New Delhi: Sage Publications, pp. 73 115.

Y. Yadav, (2000) 'Understanding the Second Democratic Upsurge', in F. Frankel, Z. Hasan, and R. Bhargava (eds.) *Transforming India: Social and Political Dynamics in Democracy*, New Delhi: Oxford University Press, pp. 120-145.

C. Jaffrelot, (2008) 'Why Should We Vote? The Indian Middle Class and the Functioning of World's Largest Democracy', in *Religion, Caste and Politics in India*, Delhi: Primus, pp. 604-619.

R. Deshpande, (2004) 'How Gendered was Women's Participation in Elections 2004?',*Economic and Political Weekly,* Vol. 39, No. 51, pp. 5431-5436.

S. Kumar, (2009) 'Religious Practices Among Indian Hindus,' *Japanese Journal of Political Science,* Vol. 10, No. 3, pp. 313-332.

M. Chadda, (2010) 'Integration through Internal Reorganisation', in S. Baruah (ed.) *Ethnonationalism in India: A Reader***,** New Delhi: Oxford University Press, pp. 379-402.

P. Brass, (1999) 'Crisis of National Unity: Punjab, the Northeast and Kashmir', in *The Politics of India Since Independence,* New Delhi: Cambridge University Press and Foundation Books,pp.192-227.

T. Pantham, (2004) 'Understanding Indian Secularism: Learning from its Recent Critics', in R. Vora and S. Palshikar (eds.) *Indian Democracy: Meanings and Practices,* New Delhi: Sage, pp. 235-256.

N. Menon and A. Nigam, (2007) 'Politics of Hindutva and the Minorities', in *Power and Contestation: India since 1989*, London: Fernwood Publishing, Halifax and Zed Books, pp.36-60.

N. Chandhoke, (2010) 'Secularism', in P. Mehta and N. Jayal (eds.) *The Oxford Companion to Politics in India*, New Delhi: Oxford University Press, pp. 333-346.

R. Kothari, (1970) 'Introduction', in *Caste in Indian Politics*, Delhi: Orient Longman, pp.3-25.

M. Weiner, (2001) 'The Struggle for Equality: Caste in Indian Politics', in AtulKohli (ed.) *The Success of India's Democracy*, New Delhi: Cambridge University Press, pp. 193-225.

G. Omvedt, (2002) 'Ambedkar and After: The Dalit Movement in India', in G. Shah (ed.) *Social Movements and the State*, New Delhi: Sage Publications, pp. 293-309.

M. Galanter, (2002) 'The Long Half-Life of Reservations', in Z. Hasan, E. Sridharan and R. Sudarshan (eds.) *India's Living Constitution: Ideas, Practices, Controversies*, New Delhi: Permanent Black, pp. 306-318.

C. Jaffrelot, (2005) 'The Politics of the OBCs', in *Seminar,* Issue 549, pp. 41-45.

M. John, (2011) 'The Politics of Quotas and the Women's Reservation Bill in India', in M. Tsujimura and J. Steele (eds.) *Gender Equality in Asia,* Japan: Tohoku University Press, pp. 169-195.

S. Palshikar, (2008) 'The Indian State: Constitution and Beyond', in R. Bhargava (ed.) *Politics and Ethics of the Indian Constitution,* New Delhi: Oxford University Press, pp. 143- 163.

R. Deshpande, (2005) 'State and Democracy in India: Strategies of Accommodation and Manipulation', Occasional Paper, Series III, No. 4, Special Assistance Programme, Department of Politics and Public Administration, University of Pune.

M. Mohanty, (1989) 'Duality of the State Process in India: A Hypothesis', *Bhartiya Samajik Chintan*, Vol. XII (1-2)

T. Byres, (1994) 'Introduction: Development Planning and the Interventionist State VersusLiberalization and the Neo-Liberal State: India, 1989-1996', in T. Byres (ed.) *The State,*

Development Planning and Liberalization in India, New Delhi: Oxford University Press, 1994, pp.1-35.

Verma, (2007) 'Police Agencies and Coercive Power', in S. Ganguly, L. Diamond and M. Plattner (eds.) *The State of India's Democracy*, Baltimore: John Hopkins University Press, pp.130-139.

Rabindranath Tagore University, Hojai, Assam

Semester: III

Course Title : Major Political System of the World (U.K, USA, Switzerland and China)
Course Code : Minor 3.1
Nature of Course : Minor
Total Credits : 4
Distribution of Marks : 60 (End -Sem) + 40 (Internal Assesment)

Course Objective: The course aims to provide students with a comprehensive understanding of the constitutional and political systems of the United Kingdom, United States, Switzerland, and China. It introduces students to comparative constitutional frameworks and forms of government, enabling them to analyze the structures, principles, and functioning of political systems in different parts of the world.

Course Outcome: By the end of the course, students will develop a comparative perspective on constitutional design and political institutions across different countries. They will understand the significance of constitutions, different forms of government, and the functioning of political systems globally. This knowledge will also benefit students preparing for various competitive and public service examinations.

Unit	Contents	Lecture	Tutorials	Total
Unit-1: (15 Marks)	**United Kingdom** • The British Political Tradition • Parliamentary Government— i. Monarchy ii. Cabinet iii. Parliament	12	03	15
Unit-2: (15 Marks)	**United States of America** • Making of the American Constitution • The Federal System • National Government— i. The President ii. Congress	20	05	25
Unit-3: (15 Marks)	**Switzerland- I** • Swiss Political Tradition • Swiss Federalism • Structure of Federal Government Legislature, Executive & Judiciary • Practice of Direct Democracy		02	10
Unit-4: (15 Marks)	**Peoples Republic of China- I** • Revolutionary Legacy: Communist Revolution and the Cultural Revolution • Structure of Government National Peoples' Congress The President and the State Council Party System	16	04	20

Modes of Sessional Assessment: 40 Marks
Assessment can be done through any one of the following:
(a) Unit Test (b) Group Discussion (c) Home Assignment (d) Fieldwork/Project
    and (e) Viva-Voce (f) Seminar Presentation

Suggested Readings:

Alexander, Larry, Constitutionalism: Philosophical Foundation, Cambridge University Press, 2001

Almond and Powell, Comparative Politics: A Developmental Approach, Prentice Hall, 1979

Dahl, Robert, Theory and Practice of Modern Government, Prentice Hall, 1978 Elster, Jon & Slagstad(Ed), Constitutionalism and Democracy, Cambridge University Press, 1993

Finer, H, Theory and Practice of Modern Government, Mituban, 1965

Longford, W. John & Brownsey, K. Lorne, The Changing Shape of Government in the Asia Pacific Region, IRPP, 1988

Ray, S. N., Comparative Political Systems, Prentice Hall, 1997

Rosenbaum, S. Alan, Constitutionalism: The Philosophical Dimension, Greenwood Press, 1988

Willoughby, Westel Woobdury , The American Constitutional System; An Introduction to the Study of the American State, General Books LLC, 2009

Rabindranath Tagore University, Hojai, Assam

Course Title: Understanding Public Administration
Course Code: Minor- 3.2
Nature of Course: Minor
Total Credits: 4
Distribution of Marks: 60 (End -Sem) +40 (Internal Assessment)
Paper: Understanding Public Administration

Course Objective: The course provides an introduction to the discipline of public administration. This paper encompasses public administration in its historical context with an emphasis on the various classical and contemporary administrative theories. The course will also attempt to provide the students a comprehensive understanding on contemporary administrative developments. The course will enable students to learn the basic concepts related to public administration and its importance. It will also make students learn the major theories of public administration and enable students to have an understanding of public policy and its formulation as well as familiarize students with the major approaches and recent debates related to field of public administration.

Course Outcome:
On completion of this course, students will be able to understand the nature, scope, and significance of Public Administration as a discipline, distinguish between public and private administration, and explain its historical evolution. Students will acquire knowledge of classical, neo-classical, and contemporary administrative theories, and develop an understanding of public policy, including its formulation, implementation, and evaluation. They will also be able to analyze major contemporary approaches such as New Public Administration, New Public Management, New Public Service, and Good Governance, and apply these concepts to understand current administrative practices and debates.

Unit	Contents	Lecture	Tutorials	Total
Unit-1: (15 Marks)	**Public Administration as a Discipline** • Meaning, Dimensions and Significance of the Discipline • Public and Private Administration • Evolution of Public Administration	12	03	15
Unit-2: (15 Marks)	**Theoretical Perspectives (25 lectures)** **Classical Theories** • Scientific management (F.W.Taylor) • Administrative Management (Gullick and Urwick) • Ideal-type bureaucracy (Max Weber) **Neo-Classical Theory** • Human relations theory (Elton Mayo) **Contemporary Theory** • Ecological approach (Fred Riggs)	20	05	25
Unit-3: (15 Marks)	**Public Policy (10 lectures)** • Concept, relevance and approaches • Formulation, implementation and evaluation	08	02	10
Unit-4: (15 Marks)	**MAJOR APPROACHES IN PUBLIC ADMINISTRATION (20 lectures)** • New Public Administration • New Public Management • New Public Service Approach • Good Governance	16	04	20

Modes of Sessional Assessment: 40 Marks
Assessment can be done through any one or two of the following:
(a) Unit Test (b) Group Discussion (c) Home Assignment (d) Fieldwork/Project
and (e) Viva-Voce (f) Seminar Presentation

Suggested Readings

A. Gray, and B. Jenkins, 'From Public Administration to Public Management' in E. Otenyo and N. Lind, (eds.) *Comparative Public Administration: The Essential Readings*: OxfordUniversity Press, 1997

A. Leftwich, 'Governance in the State and the Politics of Development', in *Development and Change*. Vol. 25,1994

A. Singh, *Public Administration: Roots and Wings*. New Delhi: Galgotia Publishing Company, 2002

Alison Jaggar, *Feminist Politics And Human Nature*, Brighton: Harvester Press,1983

Amy. S. Wharton, *The Sociology Of Gender*, West Sussex : Blackwell-Wiley

B. Chakrabarty, *Reinventing Public Administration: The India Experience.* New Delhi: Orient Longman, 2007

B. Miner, 'Elton Mayo and Hawthrone', in *Organisational Behaviour 3: Historical Origins andthe Future.* New York: M.E. Sharpe, 2006

Basu, Rumki, Public Administration : Concepts and Theories Sterling Publishers, New Delhi 2014

C. Hood, 'A Public Management for All Seasons', in J. Shafritz, & A. Hyde, (eds.) *Classics of Public Administration*, 5th Edition, Belmont: Wadsworth, 2004

Camila Stivers, *Gender Images In Public Administration*, California : Sage Publishers,2002

Chakrabarty, B. & Chand, P. (2016), Public Policy: Concepts, Theory and Practice, New Delhi: Sage Publications

D. Gvishiani, *Organisation and Management*, Moscow: Progress Publishers, 1972

D. Gvishiani, *Organisation and Management*, Moscow: Progress Publishers, 1972

D. Rosenbloom, R. Kravchuk. and R. Clerkin, (2009) *Public Administration: Understanding Management, Politics and Law in Public Sector,* 7th edition, New Delhi: McGraw Hill, pp. 1-40

F. Riggs, *Administration in Developing Countries: The Theory of Prismatic Society*. Boston: Houghton Miffin, 1964

Rabindranath Tagore University, Hojai, Assam

Semester: IV

Course Title: Public Policy and Administration in India
Course Code: Minor 4 (Minor 4.1)
Nature of Course: Minor
Total Credits: 4
Distribution of Marks: 60 (End-Sem) + 40 (Internal Assessment)

Paper: Public Policy and Administration in India

Objectives:
The paper seeks to provide an introduction to the interface between public policy and administration in India. The essence of public policy lies in its effectiveness in translating the governing philosophy into programs and policies and making it a part of the community living. It deals with issues of decentralization, financial management, citizens and administration and social welfare from a non-western perspective.

The course will familiarize the students with and gain knowledge about the processes of public policy making in India and their significance in administering the state. Develop the ability to assess the functioning of the government and the administration in ensuring a citizen centric welfare administration in India.

Unit	Contents	Lecture	Tutorials	Total
Unit-1: (15 Marks)	**Public Policy (10 lectures)** a. Definition, characteristics and models b. Public Policy Process in India with special reference to NITI Ayog	12	03	15
Unit-2: (15 Marks)	**Decentralization (10 lectures)** a. Meaning, significance, approaches and types b. Local Self Governance: Rural and Urban	20	05	25
Unit-3: (15 Marks)	**Budget (12 lectures)** a. Concept and Significance of Budget b. Budget Cycle in India c. Types of Budgeting i. Performance budgeting ii. Zero based budgeting iii. Gender budgeting	08	02	10
Unit-4: (15 Marks)	**Citizen, Administration Interface & Social Welfare** a. Public Service Delivery b. Redressal of Public Grievances: RTI and Lokpal c. Social Welfare Policies: their objectives, debates and significance **Education**: Right to Education, **Employment**: MGNREGA **Health:** National Health Mission, **Food**: Right to Food Security	16	04	20

Modes of Sessional Assessment: 40 Marks
Assessment can be done through any one of the following:
(a) Unit Test (b) Group Discussion (c) Home Assignment (d) Fieldwork/Project and (e) Viva-Voce (f) Seminar Presentation

Suggested Reading

T. Dye, (1984) *Understanding Public Policy,* 5th Edition. U.S.A: Prentice Hall

R.B. Denhardt and J.V. Denhardt, (2009) *Public Administration,* New Delhi: Brooks/Cole

J. Anderson, (1975) *Public Policy Making*. New York: Thomas Nelson and sons Ltd.

M. Howlett, M. Ramesh, and A. Perl, (2009), *Studying Public Policy: Policy Cycles and Policy subsystems,* 3rd edition, Oxford: Oxford University Press

T. Dye, (2002) *Understanding Public Policy*, New Delhi: Pearson

Y. Dror, (1989) *Public Policy Making Reexamined.* Oxford: Transaction Publication

Satyajit Singh and Pradeep K. Sharma [eds.] *Decentralisation: Institutions And Politics in Rural India*, OUP, 2007

D. A. Rondinelli and S.Cheema, *Decentralisation and Development*, Beverly Hills: Sage Publishers, 1983

N.G.Jayal, *Democracy and The State: Welfare, Secular and Development in Contemporary India*, Oxford : Oxford University Press,1999

Bidyut Chakrabarty, *Reinventing Public Administration: The Indian Experience*, Orient Longman,2007

Noorjahan Bava, *Development Policies and Administration in India*, Delhi: Uppal Publishers, 2001

Gabriel Almond and Sidney Verba, *The Civic Culture*, Boston: Little Brown, 1965

M.P.Lester, *Political Participation- How and Why do People Get Involved in Politics* Chicago: McNally, 1965

Erik-Lane, J. (2005) *Public Administration and Public Management: The Principal Agent Perspective.*New York: Routledge

Henry, N.(1999) *Public Administration and Public Affairs.* New Jersey:Prentice Hall

Caiden, N.(2004) ' Public Budgeting Amidst Uncertainity and Instability', in Shafritz, J.M. &

Hyde, A.C. (eds.) *Classics of Public Administration*. Belmont: Wadsworth

R. Putnam, *Making Democracy Work* , Princeton University Press, 1993

Jenkins, R. and Goetz, A.M. (1999) 'Accounts and Accountability: Theoretical Implications of the Right to Information Movement in India', in *Third World Quarterly.* June

Sharma, P.K. & Devasher, M. (2007) 'Right to Information in India' in Singh, S. and Sharma, P. (eds.) *Decentralization: Institutions and Politics in Rural India*. New Delhi: Oxford University Press

Vasu Deva, *E-Governance In India: A Reality*, Commonwealth Publishers, 2005

World Development Report, World Bank, Oxford University Press, 1992.

M.J.Moon, *The Evolution of Electronic Government Among Municipalities: Rheoteric or Reality*, American Society For Public Administration, Public Administration Review, Vol 62, Issue 4, July –August 2002

Pankaj Sharma, E-*Governance: The New Age Governance*, APH Publishers, 2004

Pippa Norris, *Digital Divide: Civic Engagement, Information Poverty and the Internet in Democratic Societies*, Cambridge: Cambridge University Press, 2001.

Stephan Goldsmith and William D. Eggers, *Governing By Network: The New Shape of the Public Sector*, Brookings Institution [Washington], 2004

United Nation Development Programme, *Reconceptualising Governance*, New York, 1997

Mukhopadyay, A. (2005) 'Social Audit', in *Seminar.* No.551.

Jean Drèze and Amartya Sen, *India, Economic Development and Social Opportunity,* Oxford: Oxford University Press, 1995

J.Dreze and Amartya Sen, *Indian Development: Selected Regional Perspectives*, Oxford: Clareland Press, 1997

Reetika Khera- Rural Poverty And Public Distribution System, EPW, Vol-XLVIII, No.45-46, Nov 2013

Pradeep Chaturvedi [ed.], *Women And Food Security: Role Of Panchayats*, Concept Publishers, 1997

Jugal Kishore, *National Health Programs of India: National Policies and Legislations*, Century Publications, 2005

K. Lee and Mills, *The Economic Of Health In Developing Countries*, Oxford: Oxford University Press, 1983

K. Vijaya Kumar, *Right to Education Act 2009: Its Implementation as to Social Development in India,* Delhi: Akansha Publishers, 2012.

Marma Mukhopadhyay and Madhu Parhar(ed.) *Education in India: Dynamics of Development*, Delhi: Shipra Publications, 2007

Nalini Juneja, *Primary Education for All in the City of Mumbai: The Challenge Set By Local Actors'*, International Institute For Educational Planning, UNESCO: Paris, 2001

Surendra Munshi and Biju Paul Abraham [eds.] *Good Governance, Democratic Societies and Globalisation*, Sage Publishers, 2004

Rabindranath Tagore University, Hojai, Assam

Course Title: Understanding Public Administration
Course Code: Minor- 4.2
Nature of Course: Minor
Total Credits: 4
Distribution of Marks: 60 (End -Sem) +40 (Internal Assessment)
Paper: Understanding Public Administration

Course Objective: The course provides an introduction to the discipline of public administration. This paper encompasses public administration in its historical context with an emphasis on the various classical and contemporary administrative theories. The course will also attempt to provide the students a comprehensive understanding on contemporary administrative developments. The course will enable students to learn the basic concepts related to public administration and its importance. It will also make students learn the major theories of public administration and enable students to have an understanding of public policy and its formulation as well as familiarize students with the major approaches and recent debates related to field of public administration.

Course Outcome:
On completion of this course, students will be able to understand the nature, scope, and significance of Public Administration as a discipline, distinguish between public and private administration, and explain its historical evolution. Students will acquire knowledge of classical, neo-classical, and contemporary administrative theories, and develop an understanding of public policy, including its formulation, implementation, and evaluation. They will also be able to analyze major contemporary approaches such as New Public Administration, New Public Management, New Public Service, and Good Governance, and apply these concepts to understand current administrative practices and debates.

Unit	Contents	Lecture	Tutorials	Total
Unit-1: (15 Marks)	**Public Administration as a Discipline** • Meaning, Dimensions and Significance of the Discipline • Public and Private Administration • Evolution of Public Administration	12	03	15
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Unit-3: (15 Marks)	**Public Policy (10 lectures)** • Concept, relevance and approaches • Formulation, implementation and evaluation	08	02	10
Unit-4: (15 Marks)	**MAJOR APPROACHES IN PUBLIC ADMINISTRATION (20 lectures)** • New Public Administration • New Public Management • New Public Service Approach • Good Governance	16	04	20

Modes of Sessional Assessment: 40 Marks
Assessment can be done through any one or two of the following:
(b) Unit Test (b) Group Discussion (c) Home Assignment (d) Fieldwork/Project and (e) Viva-Voce (f) Seminar Presentation

Suggested Readings

A. Gray, and B. Jenkins, 'From Public Administration to Public Management' in E. Otenyo and N. Lind, (eds.) *Comparative Public Administration: The Essential Readings*: OxfordUniversity Press, 1997

A. Leftwich, 'Governance in the State and the Politics of Development', in *Development and Change*. Vol. 25,1994

A. Singh, *Public Administration: Roots and Wings*. New Delhi: Galgotia Publishing Company, 2002

Alison Jaggar, *Feminist Politics And Human Nature*, Brighton: Harvester Press,1983

Amy. S. Wharton, *The Sociology Of Gender*, West Sussex : Blackwell-Wiley

B. Chakrabarty, *Reinventing Public Administration: The India Experience.* New Delhi: Orient Longman, 2007

B. Miner, 'Elton Mayo and Hawthrone', in *Organisational Behaviour 3: Historical Origins andthe Future.* New York: M.E. Sharpe, 2006

Basu, Rumki, Public Administration : Concepts and Theories Sterling Publishers, New Delhi 2014

C. Hood, 'A Public Management for All Seasons', in J. Shafritz, & A. Hyde, (eds.) *Classics of Public Administration*, 5th Edition, Belmont: Wadsworth, 2004

Camila Stivers, *Gender Images In Public Administration*, California : Sage Publishers,2002

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