



Subject: Introduction of Public Administration - BATPA11301

Type of course: Major

Prerequisite: NA

Rationale:

The rationale behind this course seems to the fundamental principles of Public Administration as a discipline. On the essentials frameworks and concepts of Public Administration and its significance with regard to the concepts and theories of Public Policy execution.

Teaching and Examination Scheme:

Teaching Scheme			Credits	Examination Marks			Total Marks
CI	T	P		C	SEE	CCE	
			MSE			ALA	
4	0	0	4	100	30	70	200

Legends: CI-Class Room Instructions; T – Tutorial; P - Practical; C – Credit; ESE-End Semester Examination; MSE- Mid Semester Examination; V – Viva; CA - Continuous Assessment; ALA- Active Learning Activities.

4 Credits * 25 Marks = 100 Marks (each credit carries 25 Marks)

SEE 100 Marks will be converted in to 50 Marks

CCE 100 Marks will be converted in to 50 Marks

It is compulsory to pass in each individual component.



Course Content:

Unit	Course content	Hrs	% Weightage
1	Introduction a. Meaning, Definition and Nature b. Scope of Public Administration c. Significance of Public Administration d. Public and Private Administration: Differences and similarities	15	25
2	Origin and Development Of Public Administration a. Origin and Development Of Public Administration b. New Public Administration c. Relation of Public Administration to other Social Sciences - Political Science, Sociology, Economics, History And Law	15	25
3	Approaches to Public Administration - 1 Traditional Approaches a. Historical b. Legal and Philosophical Approach. c. Institutional-Structural Approach	15	25
4	Approaches to Public Administration - 2 a. Behavioral Approach, b. Systems Approach, c. Ecological Approach, d. Humanistic Approach	15	25

Continuous Assessment:

Sr. No	Active Learning Activities	Marks
1	Analysis about administration work The instructor will provide students apply theoretical knowledge to practical scenarios, enhancing their understanding of public administration .Assign groups to analyze administrative work. Upload discussions to GMIU web portal.	10
2	Case studies Case studies on the topic given by the teacher and upload it on GMIU web portal.	10



3	Presentation Make a presentation on the topic given by the teacher and upload it on GMIU web portal.	10
4	Debates This encourages them to deeply engage with the material and understand multiple perspectives and upload it on GMIU web portal.	10
5	Theory writing Understand the theory given by the teacher, write and upload it on GMIU web portal.	10
6	Course Summary Activity: The course will be divided into different sections by the teacher and each group of students will be assigned a section to summarize. The groups will then upload their summary on the GMIU web portal ensuring a comprehensive understanding of the syllabus.	10
7	Attendance	10
Total		70

Suggested Specification table with Marks (Theory): 100

Distribution of Theory Marks (Revised Bloom's Taxonomy)						
Level	Remembrance (R)	Understanding (U)	Application (A)	Analyze (N)	Evaluate (E)	Create (C)
Weightage	20 %	40 %	40%	-	-	-

Note: This specification table shall be treated as a general guideline for students and teachers. The actual distribution of marks in the question paper may vary slightly from above table.



Course Outcome:

After learning the course the students should be able to:	
CO1	Understanding of public administration and Distinguishing between public and private administration. Recognize the historical development of the field.
CO2	Identify key theories in public administration and Understand the evolution of administrative thought.
CO3	Analyze the Different Approaches of studying public administration.
CO4	Evaluate the Modern Approaches about administration and will understand the relevance in current scenario.

Instructional Method:

The course delivery method will depend upon the requirement of content and need of students. The teacher in addition to conventional teaching method by black board, may also use any of tools such as demonstration, role play, Quiz, brainstorming, MOOCs etc.

From the content 10% topics are suggested for flipped mode instruction.

Students will use supplementary resources such as online videos, NPTEL/SWAYAM videos, e-courses, Virtual Laboratory

The internal evaluation will be done on the basis of Active Learning Assignment

Practical/Viva examination will be conducted at the end of semester for evaluation of performance of students in laboratory.

Reference Books:

1. राज्यवहीवटना मूलतत्त्वो - डॉ. ज. पी. शुक्ल
2. राज्यवहीवटना सिद्धांतो - प्रा. हसमुष पंड्या
3. लोक प्रशासन - लक्ष्मीकांत

