

Scheme of M.A. (Public Administration) under Semester System

Program Code& Name: DPMA08 - M.A. (Public Administration)

Session 2024-25

Semester	Course Code	Course Name	Credit			Total Credit	Marks			
			L	T	P		ESE	CIA	Total	
									MAX	MIN
First	MPAT-101	Principles of Public Administration	3	1	-	4	70	30	100	40
	MPAT-102	Theories of Public Administration	3	1	-	4	70	30	100	40
	MPAT-103	Indian Administration	3	1	-	4	70	30	100	40
	MPAT-104	Development Administration	3	1	-	4	70	30	100	40
	MPAT-105	Administrative Behaviour	3	1	-	4	70	30	100	40
		Total				20	350	150	500	200
Second	MPAT-201	State Administration	3	1	-	4	70	30	100	40
	MPAT-202	Municipal Government of India	3	1	-	4	70	30	100	40
	MPAT-203	Rural Development and Tribal Welfare in Chhattisgarh	3	1	-	4	70	30	100	40
	MPAT-204	Social Welfare Administration	3	1	-	4	70	30	100	40
	MPAT-205	Panchayati Raj (with special reference to Chhattisgarh)	3	1	-	4	70	30	100	40
		Total				20	350	150	500	200
Third	MPAT-301	Comparative Public Administration	3	1	-	4	70	30	100	40
	MPAT-302	Human Resource Development and Personnel Administration	3	1	-	4	70	30	100	40
	MPAT-303	Research Methodology in Public Administration	3	1	-	4	70	30	100	40
	MPAT-304	Administration Law	3	1	-	4	70	30	100	40
	MPAT-305	Elective-I: Communication Skill	3	1	-	4	70	30	100	40
		Elective-II: Political Process and Campaigning in India								
		Elective-III: Computer Application								
		Total				20	350	150	500	200
Fourth	MPAT-401	Civil Service in India	3	1	-	4	70	30	100	40
	MPAT-402	Administration Thinkers 3	3	1	-	4	70	30	100	40
	MPAT-403	Administration of Public Enterprises and Industrial Relation	3	1	-	4	70	30	100	40
	MPAT-404	Financial Administration	3	1	-	4	70	30	100	40
	MPAT-405	Elective-I: Environmental Pollution	3	1	-	4	70	30	100	40
		Elective-II : Process and Issues in Indian Administration								
		Total				20	350	150	500	200
		Grand Total				80	1400	600	2000	800

Program Code and Name	DPMA - 08			Semester	II
Exam Code and Name	M.A. PUBLIC ADMINISTRATION SECOND SEMESTER			Paper	I
Course Code	MPAT - 201			Course Type	T
Course Title	STATE ADMINISTRATION				
Total Credit	4				
Total Marks	CIA: 30	ESE: 70	Max Marks: 100	Min. Pass. Marks: 40	
Prerequisites (if any)					
Course Outcomes	<p>At the end of this course, the students will be able to:</p> <ul style="list-style-type: none"> • Conceptual understanding of the constitutional provisions on state legislature executive and their working. • Delineating the constitutional provisions and dynamics of union-state relationships. • Knowledge of divisional and district administration and their working. 				

Contents of Course		
Unit	Contents	No. of Period
I	ADMINISTRATION AT THE STATE LEVEL:- Political Executive: State secretariat, Secretariat - Directorate Relationship, Planning Process, Board of Revenue. The state legislature (vidhan sabha), Governor- Appointment, Power and function, Chief Minister- Appointment Power and Function.	15
II	ADMINISTRATION AT THE DISTRICT LEVEL:- District as a Unit of Administration: Role of Collector, District Planning Board, Law and Order. District Superintendent of Police - Power and Function. Center State Relations- Legislative, Executive and Financial, National Finance Commission- Composition and Functions.	15
III	ADMINISTRATION AT SUB-DIVISIONAL LEVEL: - Tehsil and Revenue Inspector Level and Patwari Circular Level. Role of Planning Commission and National Development Council.	15
IV	SOME ISSUES:- (a) Minister - Secretary Relationship. (b) Administrative Reform (ARC) (c) Administrative Corruption - Lokpal and LokAyukta. (d) Role of Chief Secretary	15
Total no. of Lectures		60

Text books	1. Text Books, Reference Books, E-Resources	
Reference books	<p>Reference Books:</p> <ol style="list-style-type: none"> 1. A.Awasthi&S.R.Maheshwari, BhartiyaLokPrashashan, Lakshmi Narayan Agrawal. Agrawal. 2. Awasthi and Awasthi, Bharat main LokPrashashan, Lakshmi Narayan 3. SurendraKatariya, Bhartiya Prashashan. 4. BrijKishor Sharma, BhartiyaSanvidhan. 5. S.S. Khera, District Administration in India. 6. M. Lakshmikant, LokPrashashan, UPSC (Prelim.), Tata McGraw-Hill Publishing Ltd. 7. B.Mehta, Dynamics of State Administration. 8. H.C. Sharma, Bharat Main RajyaPrashashan. 9. A.P. Awasthi, Madhya Pradesh Prashashan, M.P. Hindi Granth Academy. 10. A.P. Awasthi, VittaPrashashan, Lakshmi Narayan Agrawal. 11. S. R. Maheshwari, BhartiyaPrashashan- Isaka Vikas, Lakshmi Narayan Agrawal. 12. R.K. Dubey, AdhunikLokPrashashan, Lakshmi Narayan Agrawal. <p>E-Resources:</p> <p>https://www.eduskunta.fi/EN/naineduskuntatoimii/kirjasto/aineistot/yhteiskunta/suomi-valtiona/Pages/Valtion-hallinto.aspx#:~:text=The%20state%20administration%20is%20divided,in%20total%2C%20including%20the%20ministries.</p> <p>https://darpg.gov.in/sites/default/files/sdadmin15</p>	

Assessment and Evaluation		
Suggested Continuous Evaluation Methods:		
Maximum Marks: 100 Marks	Continuous Internal Assessment (CIA): 30 Marks	End Semester Exam (ESE) : 70 Marks
Continuous Internal Assessment (CIA)	Internal Test/Quiz- (2): 20 & 20 Assignment / Seminar: 10 Total Marks: 30	Better marks out of the two Test / Quiz + obtained marks is Assignment shall be considered against 30 Marks
End Semester Exam (ESE)	Three Section - A, B & C Section A: Q1. Objective- 10 x 1 = 10 Mark; Section B: Long Answer type questions 1 out of 2 from each unit- 4 x 5 = 20 Marks; Section C: Descriptive answer type questions 1 out of 2 from each unit- 4 x 10 = 40 Marks;	

Program Code and Name	DPMA - 08			Semester	II
Exam Code and Name	M.A. PUBLIC ADMINISTRATION SECOND SEMESTER			Paper	II
Course Code	MPAT - 202			Course Type	T
Course Title	MUNICIPAL GOVT OF INDIA (WITH SPECIAL REFERENCE TO CHHATTISGARH STATE)				
Total Credit	4				
Total Marks	CIA: 30	ESE: 70	Max Marks: 100	Min. Pass. Marks: 40	
Prerequisites (if any)					
Course Outcomes	<p>At the end of this course, the students will be able to:</p> <ul style="list-style-type: none"> • Students will be able to Lead and Manage to Local self Government. • Students will be able to- Aware aft Local Problems and Ability to attribute. • Students will be able to under Stand the Conditions yeas. Municipal & to get information about their Frainy Promotion etc. • Students will be able to Understand ding the financial Condition of the Municipal, corporation and bejuna. Good citizen to be aware of the quality of Development Programs. • Students will be aware of various schemes run by the government. • Students will be able to Build the Nation-understanding the benefit of government schemes and being as active participant 				

Contents of Course		
Unit	Contents	No. of Period
I	LOCAL SELF GOVRNMENT Meaning, Its Essential Features, Scope and Importance of Local Self Govt., Trend toward Centralization.	15
II	LOCAL MUNICIPALITIES:- Evolution, Notified Areas, Town Areas, Cantonment and Parastutal Bodies.	15
III	SERVICE CONDITIONS OF MUNICIPAL EMPLOYEE:- Training, Promotion,, Municipal Finance; State control over Municipal Administration; Deliberative - Executive Relationship.	15
IV	COMMITTEE SYSTEM:- Problems of Municipal Administration with Reference to Urban Development with Special Emphasis on the study of Administrative Measure with Regards to Environment upgradation.	15
Total no. of Lectures		60

Text books	1. Text Books, Reference Books, E-Resources	
Reference books	<p>Reference Books:</p> <ol style="list-style-type: none"> 1. S. R. Maheshwari, Bharat main SthaniyaPrashashan, Lakshmi Narayan Agrawal. 2. R.L. Khanna, Municipal Government and Administration. 3. S.K. Bhogle, Local Government in India. 4. M. LakshmiKant, LokPrashashan, UPSC (Prelim.), Tata McGraw-Hill Pub. Ltd. 5. A.P. Awasthi, VittaPrashasha, Lakshmi Narayan Agrawal. 6. A.Awasthi&S.R.Maheshwari, BhartiyaLokPrashashan, Lakshmi Narayan Agrawal. 7. R. Argal, Municipal Government in India. 8. A.P. Awasthi, Madhya Pradesh Prashashan, M.P. Hindi Grantrh Academy. 9. Sharma and Sharma, Panchayati Raj. 10. Chopra, Local Self Government. 11. Pattanayak, Local Government. 12. S.S. Minakshisundaram, Decentralisation in Developing Countries. <p>E-Resources:</p> <p>https://www.india.gov.in/ https://data.gov.in/dataset-group-name/Local%20Government 9. A.P. Awasthi, Madhya Pradesh Prashashan, M.P. Hindi Granth Academy. 10. A.P. Awasthi, VittaPrashashan, Lakshmi Narayan Agrawal. 11. S. R. Maheshwari, BhartiyaPrashashan- Isaka Vikas, Lakshmi Narayan Agrawal.</p>	

12. R.K. Dubey, AdhunikLokPrashashan, Lakshmi Narayan Agrawal. E-Resources: https://www.eduskunta.fi/EN/naineduskuntatoimii/kirjasto/aineistot/yhteiskunta/suomi-valtiona/Pages/Valtion-hallinto.aspx#:~:text=The%20state%20administration%20is%20divided,in%20total%2C%20including%20the%20ministries. https://darpg.gov.in/sites/default/files/sdadmin15
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Assessment and Evaluation		
Suggested Continuous Evaluation Methods:		
Maximum Marks: 100 Marks	Continuous Internal Assessment (CIA): 30 Marks	End Semester Exam (ESE) : 70 Marks
Continuous Internal Assessment (CIA)	Internal Test/Quiz- (2): 20 & 20 Assignment / Seminar: 10 Total Marks: 30	Better marks out of the two Test / Quiz + obtained marks is Assignment shall be considered against 30 Marks
End Semester Exam (ESE)	Three Section - A, B & C Section A: Q1. Objective- 10 x 1 = 10 Mark; Section B: Long Answer type questions 1 out of 2 from each unit- 4 x 5 = 20 Marks; Section C: Descriptive answer type questions 1 out of 2 from each unit- 4 x 10 = 40 Marks;	

Program Code and Name	DPMA - 08			Semester	II
Exam Code and Name	M.A. PUBLIC ADMINISTRATION SECOND SEMESTER			Paper	III
Course Code	MPAT - 203			Course Type	T
Course Title	RURAL DEVELOPMENT AND TRIBAL WELFARE IN CHHATTISGARH)				
Total Credit	4				
Total Marks	CIA: 30	ESE: 70	Max Marks: 100	Min. Pass. Marks: 40	
Prerequisites (if any)					
Course Outcomes	<p>At the end of this course, the students will be able to:</p> <ul style="list-style-type: none"> • Gaining insights about composition, role, function and resources of rural and tribal welfare in Chhattisgarh. • To bring awareness on MANREGA, Tribal Welfare, Community Development Projects etc. and its applications. • Understanding of various tribal welfare schemes running at District, Block and Village and other problem areas related to paper. • Panchyats have a major role in the implementation of scheme launched by the Government. Through the studies student will develop the ability to do comparative and statistical analysis of the development works of different villages. 				

Contents of Course		
Unit	Contents	No. of

		Period
I	LOCAL SELF GOVERNMENT Meaning, Its Essential Features, Scope and Importance of Local Self Govt., Trend toward Centralization.	15
II	LOCAL MUNICIPALITIES:- Evolution, Notified Areas, Town Areas, Cantonment and Parastatal Bodies.	15
III	SERVICE CONDITIONS OF MUNICIPAL EMPLOYEE:- Training, Promotion,, Municipal Finance; State control over Municipal Administration; Deliberative - Executive Relationship.	15
IV	COMMITTEE SYSTEM:- Problems of Municipal Administration with Reference to Urban Development with Special Emphasis on the study of Administrative Measure with Regards to Environment upgradation.	15
Total no. of Lectures		60

Text books	1. Text Books, Reference Books, E-Resources
Reference books	<p>Reference Books:</p> <ol style="list-style-type: none"> 1. S. R. Maheshwari, Bharat main SthaniyaPrashashan, Lakshmi Narayan Agrawal. 2. R.L. Khanna, Municipal Government and Administration. 3. S.K. Bhogle, Local Government in India. 4. M. Lakshmikant, LokPrashashan, UPSC (Prelim.), Tata McGraw-Hill Pub. Ltd. 5. A.P. Awasthi, VittaPrashasha, Lakshmi Narayan Agrawal. 6. A.Awasthi&S.R.Maheshwari, BhartiyaLokPrashashan, Lakshmi Narayan Agrawal. 7. R. Argal, Municipal Government in India. <p>E-Resources:</p> <p>http://tribal.cg.gov.in/en</p> <p>https://services.india.gov.in/service/detail/chhattisgarh-tribal-development-program</p> <p>https://tribal.nic.in/</p> <p>https://www.ifad.org/documents/38714182/39737274/Impact+Evaluation+of+the+Jharkhand+E2%80%93+Chhattisgarh+Tribal+Development+Programme+%28JCTDP%29.pdf/758ced1c-5497-41c7-bea5-c3a4906b0e6d</p>

Assessment and Evaluation		
Suggested Continuous Evaluation Methods:		
Maximum Marks: 100 Marks	Continuous Internal Assessment (CIA): 30 Marks	End Semester Exam (ESE) : 70 Marks
Continuous Internal Assessment (CIA)	Internal Test/Quiz- (2): 20 & 20 Assignment / Seminar: 10 Total Marks: 30	Better marks out of the two Test / Quiz + obtained marks is Assignment shall be considered against 30 Marks
End Semester Exam (ESE)	<p>Three Section - A, B & C</p> <p>Section A: Q1. Objective- 10 x 1 = 10 Mark;</p> <p>Section B: Long Answer type questions 1 out of 2 from each unit- 4 x 5 = 20 Marks;</p> <p>Section C: Descriptive answer type questions 1 out of 2 from each unit- 4 x 10 = 40 Marks;</p>	

Program Code and Name	DPMA - 08			Semester	II
Exam Code and Name	M.A. PUBLIC ADMINISTRATION SECOND SEMESTER			Paper	IV
Course Code	MPAT - 204			Course Type	T
Course Title	SOCIAL WELFARE ADMINISTRATION				
Total Credit	4				
Total Marks	CIA: 30	ESE: 70	Max Marks: 100	Min. Pass. Marks: 40	
Prerequisites (if any)					
Course Outcomes	<p>At the end of this course, the students will be able to:</p> <ul style="list-style-type: none"> • Sincere understanding on key areas of empowerment, health, education, employment and reservation. • Critical understanding and role identification on Urbanization, Globalization Liberalization and Privatization. • Understanding of various sectors affecting welfare of various sections of society and issues related to them 				

Contents of Course		
Unit	Contents	No. of Period
I	SOCIAL WELFARE ADMINISTRATION:- Meaning, Nature, Scope and Importance. The Concept and Relevance of Social Justice and Social Change.	15
II	EMPOWERMENT AND HUMAN RIGHTS:- Concept, Significance and Emerging Trends of Empowerment and Human Rights. Reservation Policy. Major Social Sectors; Health, Education and Employment.	15
III	ORGANIZATIONAL STRUCTURE:- Social Justice Administration; The Union Ministry of Social Justice and Empowerment. State Departments of Social Welfare. Central Social Welfare Board. State Social Welfare Board.	15
IV	NGOS AND VOLUNTARY ORGANIZATIONS:- Various types, Role and Significance of NGOs and Voluntary Organizations. Composition, Functions and Importance of National Human Rights Commission and State Human Rights Commission.	15
Total no. of Lectures		60

Text books	1. Text Books, Reference Books, E-Resources	
Reference books	<p>Reference Books:</p> <ol style="list-style-type: none"> 1. T.N. Chaturvedi and Chandra Kohali, Social Administration: Development and Change. 2. G.B. Sharma, Social Administration in India. 3. C.R. White, Public Welfare Administration. 4. David C. Marsh, An Introduction to Social Welfare. 5. S. N. Dubey, Social Administration. 6. Frinendlander, Introduction to Social Welfare. 7. Ashok KuamrDubey, 21vi Shatabdi main LokPrashashan, Tata McGraw-Hill Pub. Ltd. <p>E-Resources: https://egyankosh.ac.in/bitstream/123456789/17228</p>	

Assessment and Evaluation		
Suggested Continuous Evaluation Methods:		
Maximum Marks: 100 Marks	Continuous Internal Assessment (CIA): 30 Marks	End Semester Exam (ESE) : 70 Marks
Continuous Internal Assessment (CIA)	Internal Test/Quiz- (2): 20 & 20 Assignment / Seminar: 10 Total Marks: 30	Better marks out of the two Test / Quiz + obtained marks is Assignment shall be considered against 30 Marks
End Semester Exam (ESE)	<p>Three Section - A, B & C</p> <p>Section A: Q1. Objective- 10 x 1 = 10 Mark;</p> <p>Section B: Long Answer type questions 1 out of 2 from each unit- 4 x 5 = 20 Marks;</p> <p>Section C: Descriptive answer type questions 1 out of 2 from each unit- 4 x 10 = 40 Marks;</p>	

Program Code and Name	DPMA - 08			Semester	II
Exam Code and Name	M.A. PUBLIC ADMINISTRATION SECOND SEMESTER			Paper	V
Course Code	MPAT - 205			Course Type	T
Course Title	PANCHYATI RAJ (WITH SPECIAL REFERENCE TO CHHATTISGARH)				
Total Credit	4				
Total Marks	CIA: 30	ESE: 70	Max Marks: 100	Min. Pass. Marks: 40	
Prerequisites (if any)					
Course Outcomes	<p>At the end of this course, the students will be able to:</p> <ul style="list-style-type: none"> • Student will be able to believe in Democratic system and values by Understanding the old history of Panchayati Raj system in India. • Students will work together with the Government and being Participative themselves they will be able to solve local problems. • Students will be able to play the role of Policy makers in higher Institutions. Of the country, as future leaders by Participating in Active Politics at the Local Level. • Student will be able to show Interest in their field of work. • Students will be able to discharge their Duties towards their Area, State and Country. New Consciousness and New Enthusiastically will Increase Interest in the Implementation of New Schemes. • There will be a sense of Equality among different Classes. Awareness of their Right in Women and discharge of their Duties towards the Socials will increase their self-confidence. 				

Contents of Course		
Unit	Contents	No. of Period
I	CONCEPT OF PANCHAYATI RAJ Evolution of Panchayati Raj. Balvant Rai Mehta Committee. 73rd Constitutional Amendment.	15
II	THREE TIER PANCHAYATI RAJ IN CHHATTISGARH:- Structural Power and Functions:- ➤ Zila Panchayat ➤ Janpad Panchayat ➤ Gram Panchayat.=	15
III	PANCHAYATI RAJ SYSTEM:- Source Of Revenue Finance in Panchayati Raj System, State Control over Panchayati Raj Institutions, Role of Panchayati Raj for weaker Sections and Women	15
IV	PANCHAYATI RAJ IN CHHATTISGARH:- Recent Constitutional Changes and Development in Chhattisgarh Deliberative- Executive Relationship in Panchayati Raj.	15
Total no. of Lectures		60

Text books	1. Text Books, Reference Books, E-Resources	
Reference books	<p>Reference Books:</p> <ol style="list-style-type: none"> 1. सी.पी. भाम्भरीलोकप्रशासनकेसिद्धांत 2. अवस्थीएवमाहेश्वरीलोकप्रशासनके सिद्धांत 3. इन्द्रजीतकौर - लोकप्रशासन 4. डॉ. डी.एस. यादव- लोकप्रशासन 5. खानएवंवर्मा - प्रशासनिकविचारधाराएंभाग 12 6. आर. बसुलोकप्रशासन, नईदिल्ली, जवाहरपब्लिशर्स 7. निशावशिष्ठ - भारतमेंनौकरशाहीकीकार्यप्रणाली 8. डॉ. बी. एल. फड़ियालोकप्रशासन 9. Pfittner J.M.-Public Administration 10. White L.D.-Introduction to the Principles 11. Bhambhari C. P. Bureaucracy and Politics in India, Delhi Vikas 1971 12. Bhattacharya M. - Public Administration 13. Maheshshwaris.r.-Indian Administration System 14. Awasthi & Maheshwari - Public Administration. 	

Assessment and Evaluation		
Suggested Continuous Evaluation Methods:		
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End Semester Exam (ESE)	Three Section - A, B & C Section A: Q1. Objective- 10 x 1 = 10 Mark; Section B: Long Answer type questions 1 out of 2 from each unit- 4 x 5 = 20 Marks; Section C: Descriptive answer type questions 1 out of 2 from each unit- 4 x 10 = 40 Marks;	