



PERIYAR UNIVERSITY

PERIYAR PALKALAI NAGAR

SALEM – 636011

**DEGREE OF MASTER OF PHILOSOPHY
CHOICE BASED CREDIT SYSTEM**

**SYLLABUS FOR
M.PHIL. PUBLIC ADMINISTRATION
(SEMESTER PATTERN)**

**(For Candidates admitted in the Colleges affiliated to
Periyar University from 2017-2018 onwards)**

REGULATIONS

1. ELIGIBILITY

Candidates who have qualified for post graduate degree of this University or any other University recognized by the Syndicate as equivalent thereto shall be eligible to register for the Degree of Master of Philosophy (M.Phil) in the respective subject and undergo the prescribed course of study in an approved institution or department of this University. Candidates who have qualified for their postgraduate degree on or after 1 respective postgraduate degree to become eligible to register for the Degree of Master of Philosophy (M.Phil) and undergo the prescribed course of study in an approved institution or department of this University.

For the candidates, who seek admission into M.Phil., course shall have obtained a minimum of 55% marks in the Master's Degree.

However, for the candidates belonging to SC/ST community and those who have qualified for the Master's degree before 01.01.1991 the minimum eligibility marks shall be 50% in their Master's Degree.

2. DURATION OF THE COURSE

The duration of the M.Phil., course shall extend over a period of one year from the commencement of the course.

4. COURSE OF STUDY AND SCHEME OF EXAMINATION

The course of study of the degree shall consist of (a) part-I comprising three written papers according to the Syllabus prescribed from time to time; and (b) part-II Dissertation.

COURSE OF STUDY AND SCHEME OF EXAMINATION

Marks Code	Paper	Course title	
		Maximum	Minimum
Paper I	RESEARCH METHODOLOGY	50	100
Paper II	CONTEMPORARY ISSUES AND TRENDS IN PUBLIC ADMINISTRATION	50	100
Paper III	CONTENT PAPER(GUIDE PAPER)	50	100
	ENVIRONMENTAL ADMINISTRATION IN INDIA	I	4
	PART – II		
	DISSERTATION	50 % of	150
	VIVA-VOCE	Marks	50

EXAMINATIONS

The Examinations shall be 3 hours to each paper at the end of each last semester. The examination consists of internal assessment (IA) Semester Examinations (SE).

The University will conduct the examinations for the Paper – I and Paper –II at the end of first semester. Supervisor or guide will provide syllabus and 2 sets of question paper should be sent to the University and the university will conduct the examination for paper-III at the end of the first semester. Passing minimum in each paper is 50% For Theory Paper.

Internal Marks – 12 out of 25

Theory Marks – 38 out of 75

Total 50

PROCEDURE ADAPTED TO AWARD INTERNAL MARK

- (i) Seminar : 10marks
 - (ii) Test : 10marks
 - (iii) Attendance : 05marks
- 25 marks

DISSERTATION

The marks for the dissertation is 200

EVALUATION

1. Internal (Guide) - 50 marks
2. Evaluation of the project report by the external examiner - 100 marks
3. Viva – Voce conducted by the Supervisor (or guide) and the External Examiner - 50 marks

Total Marks 200 marks

Dissertation should be valued by the supervisor and the external examiner.

Viva-Voce should be conducted by the supervisor and the external examiner.

Viva-Voce will be conducted with the following members

- I. HOD – Member of the Viva Board
- II. Guide – Chairman of the Viva Board
- III. External examiner from other University area – Member of the Board of Valuation

Double valuation procedure will be adopted for III paper. One by the respective guide and the other by the external examiner, preferably by the Viva-voce examiner.

4. Scheme of Examinations**Part-I Written Examination: Paper I, II & III**

The examination of papers, I, II and III shall be held at the end of the year. The duration for each paper shall be 3 hours carrying a maximum of 100 marks.

The examiners will be appointed from the panel of four names of each paper (I, II and III) submitted by the College/Departments concerned. If one examiner awards a pass mark and the other fail mark, the paper will be valued by a third examiner whose award of marks will be final.

Part-II-Dissertation

The exact title of the Dissertation shall be intimated within one month after the completion of the written examination. Candidates shall submit the Dissertation to the University through the Supervisor and Head of the Department at the end of the year from the commencement of the course, which shall be valued by internal examiner (Supervisor) and one external examiner appointed by the University from a panel of four names sent by the supervisor through the Head of the Department/Principal at the time of submitting the dissertation.

The examiners who value the Dissertation shall report on the merit of candidates as “Highly Commended” (75% and above) or “Commended” (50% and above and below 75%) or “Not Commended” (below 50%).

If one examiner commends the Dissertation and the other examiner, does not commend, the Dissertation will be referred to a third examiner and the third valuation shall be final. Submission or resubmission of the Dissertation will be allowed twice a year.

7. PASSING MINIMUM

A candidate shall be declared to have passed in each paper wherever prescribed if he/she obtains NOT LESS THAN 50 percent OF MARKS of semester examination and internal assessment in each paper minimum of 38 marks out of 75 in semester examinations and a minimum of 12 marks out of 25 in the internal assessment. For the project work and Viva – Voce, a candidate should secure 50% the marks for pass. The candidate should compulsorily attend the viva – voce to secure pass in the paper. A Candidate who didn't obtain the required minimum marks for a pass in a course or in a project report shall be required to appear and pass the same at a subsequent appearance.

8. CLASSIFICATION OF SUCCESSFUL CANDIDATE

Candidates who obtained 75% of the marks in aggregate shall be deemed to have passed the examination in FIRST CLASS WITH DISTINCTION, provided they passed all the examinations prescribed for the course in the first appearance. Candidates who secured not less than 60% of aggregate marks in the whole examination shall be declared to have passed the examination with FIRST CLASS. All other successful candidates shall be declared to have passed with SECOND CLASS.

9. RANKING

Candidate who passed all the examinations prescribed for the course in the FIRST ATTEMPT ONLY is eligible for Classification/Ranking/Distinction.

10. PATTERN OF QUESTION PAPER

Time: 3 Hours Maximum Marks: 75

SECTION A (5 X 5 = 25)

Answer ALL Questions (Either or)

Each Answer should not exceed 300 words

SECTION B (5 X 10 = 50)

Answer ALL Questions (Either or)

Each Answer should not exceed 1500 words

FOR PROJECT

EVALUATION = 150 MARKS

VIVA – VOCE =50 MARKS

**11. ELIGIBLE PROFESSOR'S FOR PAPER VALUATION, QUESTION PAPERS
SETTING& VIVA – VOCE PURPOSES**

As Per UGC Norms Purely appointed and working in the Dept. of Public Administration faculties are only eligible to take above all process.

12. QUALIFICATION OF PROFESSOR'S

M.A – PUBLIC ADMINISTRATION

M.PHIL – PUBLIC ADMINISTRATION

UGC – NET / SET IN PUBLIC ADMINISTRATION (OR)

PH.D - PUBLIC ADMINISTRATION

M.PHIL. PUBLIC ADMINISTRATION

PART - I

PAPER - I RESEARCH METHODOLOGY

Unit – I

Meaning, Nature and Significance of Social Science Research – Concepts of Social Science Research – Stages in Research Process.

Unit II

Hypothesis: Definition, Kinds and formulation, Sources of Hypothesis – Problem in formulating Hypothesis – Hypothesis testing.

Unit III

Research Design: Exploratory, Descriptive & Experimental research design methods and Strategy of research design. Case study method – methods & techniques of data collection.

Unit IV

Sampling techniques: kinds, methods, advantages & disadvantages – Observation – Interview – questionnaire e-document analysis – scaling techniques – Kinds and uses.

Unit V

Research report writing – types, rules, features, significance – documentary sources – footnotes/endnotes, bibliography – role of computers in social science researchers.

REFERENCES :

1. Selitiz, (Etal) - Research methods in Social Relations.
2. Johnson and Joslyn - Political Sciences research Methods.
3. E,T. Zones, - Conducting Political Research
4. P.V. Young, Scientific Social Surveys and Research.
5. C.R,Kothari, GaurarGarg, (Third Edition 2014), Research Methodology (Methods and Techniques), New Age International Publications, New Delhi.

M.PHIL. PUBLIC ADMINISTRATION

PART - I

**PAPER - II CONTEMPORARY ISSUES AND TRENDS IN
PUBLIC ADMINISTRATION**

UNIT-I

Evaluation of Public Administration – Various Stages – Classical and Neo-Classical Thinkers and their Contributions – Behavioral Revolution and its Impact on Public Administration.

UNIT – II

Evolution of New Public Administration – Minnowbrook Conferences and New Public Management.

UNIT – III

Contemporary theories in Public Administration – Development Theory – Conflict Theory – Democratic Theory – Globalization and its impact on Public Administration.

UNIT – IV

Citizen and Administration – Civil Society Engagements – Administrative Reforms – E- Governance Initiatives.

UNIT – V

Digitalization of Administration and development – Citizen Engagements – Re-Engineering Governance Process – Changing Approaches in Administration – Social Audit – Corporate Social Responsibilities – Stake Holders Analysis – SWAT Analysis - Public Service Delivery through e-Governance.

REFERENCES :

1. Dr.Manoj Kumar, Dr. Chandrikasingh, 2013, - Public Administration New Challenges - Regal Publication, New Delhi.
2. M.Lakmikanth, 2011, Governance in India, Tata Mcgraw Hill Private Limited, New Delhi.
3. Dr.N.K.Singh, 2015, Public Administration Research and Practice, AIP Books New Delhi.
4. Manoranjan Sarkar, 2014, Dynamics of Development Administration, New Delhi, Wisdom Press.
5. Rajesh Chauhan, 2013, New Thinkers in Public Administration, Contents and Views, Book Enclave Jaipur India.

