PERIYAR UNIVERSITY
PERIYAR PALKALAI NAGAR,
SALEM– 636011

DEGREE OF BACHELOR OF ARTS

CHOICE BASED CREDIT SYSTEM

Syllabus for

B.A PUBLIC ADMINISTRATION

(SEMESTER PATTERN)

(For Candidates admitted in the Colleges affiliated to
Periyar University from 2021-2022 onwards)
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REGULATIONS

OBJECTIVES OF THE PROGRAMME

➢ To educate students in both the administrative view and humanistic perspective through the study of public administration and human relations.
➢ To make students aware of the Government structure, functions, policy and welfare programmes.
➢ To provide students with the critical faculties necessary in an academic environment, on the job, and in an increasingly complex, interdependent world.
➢ The syllabus of this program is aimed at preparing the students with the latest developments and put them on the right track to fulfill the present requirements.

VISION AND MISSION OF THE PROGRAMME

➢ The syllabus of this course is offered to create awareness among the rural youth and as well stockholders.
➢ This course aim is to creating equality in education by providing opportunities to the rural people whom has higher education is unreachable.
➢ The syllabi is helpful to students get jobs in government, private sectors and as well in self employment and NGO’s.

COMMENCEMENT OF THIS REGULATION

This regulation shall take effect from the academic year 2021-2022, i.e, for the students who are admitted to the first year of the course during the academic year 2021-2022 and thereafter.

ELIGIBILITY

DEFINITIONS

Programme: Programme means a course of study leading to the award of the degree in a discipline.

Course: Course refers to the subject offered under the degree programme.

SYLLABUS

The syllabus of the UG degree has been divided into the following five categories:

- Part I: Tamil / Other Languages.
- Part II: English Language.
- Part III: Core Courses, Elective Courses and Allied Courses.
- Part IV: Skill Based Elective Courses, Non-Major Course,
- Part V: Extension Activity.

ENVIRONMENTAL STUDIES AND VALUE EDUCATION.

- Elective Course: There are 3 Elective Courses offered for B.A Public Administration students.
- Skill Based Elective Course: This course aims to impart advanced and recent developments in the concerned discipline.
- Non-Major Course: Irrespective of the discipline the student can select papers that are offered by other disciplines as non-major course.
- Extension Activity: Participation in NSS / NCC / YRC / RRC / Sports or other co-circular activities are considered for Extension activity.

CREDITS

The Weightage given to each course of study is termed as credit.

CREDIT SYSTEM

The weight age of credits are spread over to different semesters during the period of study and the cumulative credit point average shall be awarded based on the credits earned by the students. A total of 140 credits are prescribed for the undergraduate programme.
DURATION OF THE COURSE

The candidates shall complete all the courses of the programme within 3 years from the date of admission. The programme of study shall consist of six semesters and a total period of three years with 140 credits. The programme of study will comprise the course according to the syllabus.

EXAMINATIONS

The course of study shall be based on semester pattern with Internal Assessment under Choice Based Credit System. 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).

INTERNAL MARKS FOR THEORY PAPER

| Attendance | – 5 Marks |
| Test       | – 10 Marks |
| Seminar    | – 5 Marks |
| Assignment | – 5 Marks |

Total = 25 Marks.

EXTERNAL MARKS FOR THEORY PAPER

| Part A       | – 15 Marks |
| Part B       | – 10 Marks |
| Part C       | – 50 Marks |

Total = 75 Marks.
## COURSE OF STUDY AND SCHEME OF EXAMINATIONS

<table>
<thead>
<tr>
<th>P. No</th>
<th>Paper Code</th>
<th>Title of the Course</th>
<th>Credits</th>
<th>Theory Hours</th>
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<th>ESC Exam</th>
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*** No Examination – Participation in NCC / NSS / RRC / YRC / Others if any

**UNIFORMITY IN THE NUMBER OF UNITS IN EACH PAPER**

Each theory paper shall consist of five units. The Question paper shall consist of questions uniformly distributed among the entire unit.

**CREDIT SCORE FOR NMEC, ELECTIVE & SBEC**

1. **NON MAJOR ELECTIVE COURSE** = \(2 + 2 = 4\) Credits

2. **ELECTIVE PAPERS** = \(4 + 4 = 8\) Credits
   - Political Theory
   - Political Parties in India

3. **SKILL BASED ELECTIVE COURSE** = \(3 + 3 + 4 + 4 = 14\) Credits
   - GK for Competitive Exams
   - Social Problems in India
   - Human Rights Administration
   - Indian Political Thinkers
Part – A: (15x1=15 Marks)

Answer all questions, Objective questions with 4 answers

Questions 1 and 3 - From Unit -I
Questions 4 and 6 - From Unit - II
Questions 7 and 9 - From Unit - III
Questions 10 and 12 - From Unit – IV
Questions 13 and 15 - From - Unit -V

Part – B: (2x5= 10)

Answer the following Answer any TWO Questions in about 100 words each:

Question 16 From Unit- I
Question 17 From Unit- II
Question 18 From Unit- III
Question 19 From Unit -IV
Question 20 From Unit- V

Part – C: (5x10=50) Marks)

Answer ALL of the following questions in about 800 words each:

Question 21 From Unit – I  with Internal choice - (Either or)
Question 22 From Unit – II  with Internal choice - (Either or)
Question 23 From Unit – III with Internal choice - (Either or)
Question 24 From Unit – IV  with Internal choice - (Either or)
Question 25 From Unit – V with Internal choice - (Either or)
PASSING MINIMUM

i) The Candidates shall be declared to have passed the examination if he/she secures not less than 40 marks in total (CIA mark + Theory Exam mark) with minimum of 30 marks in the Theory Exam conducted by the University.

ii) The Candidates shall be declared to have passed the examination if he/she secures not less than 40 marks in total (CIA mark + Practical Exam) with minimum of 30 marks in the practical Exam conducted by the University.

CONVERSION OF MARKS TO GRADE POINTS AND LETTER GRADE (Performance in a Course/Paper)

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<td>9.0 - 10.0</td>
<td>O</td>
<td>Outstanding</td>
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<td>80 - 89</td>
<td>8.0 - 8.0</td>
<td>D+</td>
<td>Excellent</td>
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<td>75 - 79</td>
<td>7.5 - 7.9</td>
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<td>70 - 74</td>
<td>7.0 - 7.4</td>
<td>A+</td>
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<td>60 - 69</td>
<td>6.0 - 6.9</td>
<td>A</td>
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<td>40 - 49</td>
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<td>00 - 39</td>
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<td>U</td>
<td>Re-appear</td>
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<td>ABSENT</td>
<td>0.0</td>
<td>AAA</td>
<td>ABSENT</td>
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Calculation of Grade Point Average (CGPA) (for the entire programme):

A candidate who has passed all the examinations under different parts (Part-I to V) is eligible for the following part wise computed final grades based on the range of CGPA.

\[
\text{CUMULATIVE GRADE POINT AVERAGE [CGPA]} = \frac{\sum n \sum i Cn_i Gn_i}{\sum n \sum i Cn_i}
\]

Sum of the multiplication of grade points by the credits of the entire programme under each part

CGPA = \[\begin{array}{c}
\text{Sum of the credits of the courses of the entire} \\
\text{programme under each part}
\end{array}\]

\begin{table}[h]
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\begin{tabular}{|c|c|}
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CGPA & GRADE \\
\hline
9.5 -10.0 & O+ \\
\hline
9.0 and above but below 9.5 & O \\
\hline
8.5 and above but below 9.0 & D++ \\
\hline
8.0 and above but below 8.5 & D+ \\
\hline
7.5 and above but below 8.0 & D \\
\hline
7.0 and above but below 7.5 & A++ \\
\hline
6.5 and above but below 7.0 & A+ \\
\hline
6.0 and above but below 6.5 & A \\
\hline
5.5 and above but below 6.0 & B+ \\
\hline
5.0 and above but below 5.5 & B \\
\hline
4.5 and above but below 5.0 & C+ \\
\hline
4.0 and above but below 4.5 & C \\
\hline
0.0 and above but below 4.0 & U \\
\hline
\end{tabular}
\end{table}
CLASSIFICATION OF SUCCESSFUL CANDIDATES

A candidate who passes all the examinations in Part I to Part V securing following CGPA and Grades shall be declared as follows for Part I or Part II or Part III:

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<tr>
<th>CGPA</th>
<th>GRADE</th>
<th>CLASSIFICATION OF FINAL RESULT</th>
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<td>First Class - Exemplary *</td>
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<td>9.0 and above but below 9.5</td>
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<td>First Class with Distinction*</td>
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<td>D+</td>
<td>First Class</td>
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<td>6.0 and above but below 6.5</td>
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CONFERMENT OF THE DEGREE

No candidate shall be eligible for conferment of the Degree unless he / she

1. Has undergone the prescribed course of study for a period of not less than six semesters in an institution approved by/affiliated to the University or has been exempted from in the manner prescribed and has passed the examinations as have been prescribed therefore.
2. Has completed all the components prescribed under Parts I to Part V in the CBCS pattern to earn 140 credits.
3. Has successfully completed the prescribed Field Work/ Institutional Training as evidenced by certificate issued by the Principal of the College.

RANKING

A candidate who qualifies for the UG degree course passing all the examinations in the first attempt, within the minimum period prescribed for the course of study from the date of admission to the course and secures.

I or II class shall be eligible for ranking and such ranking shall be confined to 10 % of the total number of candidates qualified in that particular branch of study, subject to a maximum of 10 ranks. The improved marks shall not be taken into consideration for ranking.
B.A PUBLIC ADMINISTRATION

SEMESTER - I

PRINCIPLES OF PUBLIC ADMINISTRATION

COURSE OBJECTIVES:

While studying students shall be able

- To get knowledge about the Meaning, Nature, Scope and Importance of Public Administration
- To reveal the Public Administration and its Relationship with other Social Sciences
- To understand the Bases of organization: Hierarchy, Span of Control, Unity of Command, Delegation and Centralization

COURSE OUTCOMES:

After completion the course students will be able

- To receive the meaning of Chief Executive, Types of Chief Executive, Line Agency, Staff Agency, Auxiliary Agency
- To acquiring knowledge about Meaning, Nature and Scope of Management and Planning, Decision making, Communication
- To analyse the Control over Public Administration on Legislative control, Executive Control, Judicial Control

UNIT – I: INTRODUCTION

UNIT II ORGANIZATION STRUCTURE

Organization – Bases of organization – Hierarchy - Span of Control - Unity of Command - Delegation – Centralization

UNIT III EXECUTIVE SYSTEM


UNIT IV MANAGEMENT SYSTEM


UNIT V CONTROL SYSTEM

Control over Public Administration - Legislative control - Executive Control - Judicial Control

Books for Reference:

1. B.L.Fadia and Kuldeep Fadia, Public Administration, SBP Publication, 2009
2. Arora and Goyal, Indian Public Administration, Sage Publications 2020
3. Radhabinod Aribam, (IAS), Public Administration, Nano Publication, 2020
4. Nicholos Henry, Public Administration and Affairs, KBC Publication, 2019
B.A PUBLIC ADMINISTRATION
MODERN ADMINISTRATIVE SYSTEM

COURSE OBJECTIVES:

While studying students shall be able

- To explain the Meaning, nature and scope of Comparative Public Administrative System
- To understand the Need for comparative study, Significance of comparative study in Public Administration
- To describe the Salient Features of U.K. Constitution with legislature, Executive, Judiciary system

COURSE OUTCOMES:

After completion the course students will be able

- To assess the Salient Features of U.S.A Constitution with legislature, Executive, Judiciary system
- To point out the powers and functions of president of the Republic of France
- To estimate the Salient Features of Swiss and the term referendum, recall

UNIT I INTRODUCTION

Meaning, nature and scope of Comparative Public Administrative System – Need for comparative study – Significance of comparative study

UNIT II ADMINISTRATIVE SYSTEM OF U.K.

UNIT III ADMINISTRATIVE SYSTEM OF U.S.A

USA Constitution - Salient Features – legislature – Executive – Judiciary

UNIT IV ADMINISTRATIVE SYSTEM OF FRANCE

France Constitution - Salient Features – legislature – Executive – Judiciary

UNIT V ADMINISTRATIVE SYSTEM OF SWITZERLAND

Switzerland Constitution - Salient Features – Legislature – Executive – Judiciary

Books for Reference:

1. Jennifer Davis, Modern System of Administration, O Reilly Media Inc. publishers, 2020
3. Harold J.Laski, An Introduction to Politics, Ruba & Co., 2010
OBJECTIVES:

1. To know caused for the rise of nationalism in India
2. To study the various phases of nationalism
3. To understand the works of various leaders in the struggle

UNIT - I

Queen's proclamation Act of 1858 – Viceroy's – Lord Canning to Lord Curzon

UNIT - II


UNIT - III


UNIT - IV

Civil Disobedient Movement – Individual Sathyagraha

UNIT - V

Books for Reference:


COURSE OBJECTIVES:

While studying students shall be able

- To develop the language skills of students by offering adequate practice in professional contexts.
- To focus on developing students’ knowledge that will help in efficient communication
- To sharpen students’ critical thinking skills and make students culturally aware of the target situation.

UNIT I: COMMUNICATION

**Listening:** Listening to audio text and answering questions - Listening to Instructions - **Reading:** Comprehension passages –Differentiate between facts and opinion - **Writing:** Developing a story with pictures.

UNIT II: DESCRIPTION

**Listening:** Listening to process description.-Drawing a flow chart - **Speaking:** Role play (formal context) - **Reading:** Skimming/Scanning- Reading passages on products, equipment and gadgets. - **Writing:** Process Description –Compare and Contrast - Paragraph-Sentence Definition and Extended definition - Free Writing - **Vocabulary:** Register specific -Incorporated into the LSRW tasks.

UNIT III: NEGOTIATION STRATEGIES

**Listening:** Listening to interviews of specialists / Inventors in fields (Subject specific) - **Speaking:** Brainstorming. (Mind mapping) - Small group discussions (Subject- Specific) - **Reading:** Longer Reading text - **Writing:** Essay Writing (250 words) - **Vocabulary:** Register specific - Incorporated into the LSRW tasks.
UNIT IV: PRESENTATION SKILLS

**Listening**: Listening to lectures - **Speaking**: Short talks. **Reading**: Reading Comprehension passages - **Writing**: Writing Recommendations Interpreting Visuals inputs - **Vocabulary**: Register specific - Incorporated into the LSRW tasks.

UNIT V: CRITICAL THINKING SKILLS

**Listening**: Listening comprehension- Listening for information - **Speaking**: Making presentations (with PPT- practice) - **Reading**: Comprehension passages – Note making - Comprehension: Motivational article on Professional Competence, Professional Ethics and Life Skills) - **Writing**: Problem and Solution essay– Creative writing –Summary writing - **Vocabulary**: Register specific - Incorporated into the LSRW tasks.

Books for Reference:

1. V.Sasikumar, Spoken English A Self: Learning guide to conversation practice, SAG Publications, 2010
2. J.K.Gangal, A Practice Course in spoken English, Vikas Publications, 20012
3. Robert Caret, Spoken English, Robbin Publishers, 2005
5. O'Dell and Michael Mccart, English Collation in Use, paradise Publications, 2005
B.A PUBLIC ADMINISTRATION
SEMESTER - II
ORGANIZATION THEORY

COURSE OBJECTIVES:

While studying students shall be able

- To identify the Meaning, Nature and Scope of Organization and Types of Organization
- To define the various theories of organization including classical, scientific and human relations theory
- To discuss the importance of organizational behavior and to motivate the employees

COURSE OUTCOMES:

After completion the course students will be able

- To received the knowledge on principles of organisations and approaches to study about the organisation
- To aware the trends in organisation, leadership techniques are important for organisational development
- To capable to know the powers and functions of ministries, departments and boards

UNIT I  INTRODUCTION


UNIT  II THEORIES OF ORGANIZATION

UNIT III TYPES OF ORGANIZATIONS

Types of Organizations – Ministries and Departments – Corporations – Boards and Commissions.

UNIT IV TRENDS IN ORGANIZATIONS


UNIT V ORGANIZATIONAL BEHAVIOUR

Organizational Behaviour – Organizational Conflict – Organizational Effectiveness – Organization and Society - Redressal Mechanism.

Books for Reference:

5. Gupta.N.S., Organisation theory and Behaviour, Himalaya Publications, 2004
B.A PUBLIC ADMINISTRATION

INDIAN ADMINISTRATION

COURSE OBJECTIVES:

While studying students shall be able

- To define the Evolution of Indian Administration and Kautilya’s Views on Administration
- To explain the basic key concepts in central and state administration with their structure and functions in state
- To study the constitutional authorities and its role and responsibilities in Indian administration

COURSE OUTCOMES:

After completion the course students will be able

- To examine about the important ministries and their powers and functions in central government
- To aware on Prime Minister duties and president power in Indian administration
- To analyze the various issues involving in Indian administration

UNIT I INTRODUCTION

Evolution of Indian Administration - Kautilya’s Views on Administration - the British Legacies of Indian Administration - Features of the Moghal Administration.

UNIT II AUTHORITIES IN ADMINISTRATION

The President - Election , Powers , Position - The Prime Minister and Council of Minister - Appointment , Powers and Functions – Central Secretariat and Cabinet Secretariat - The Prime Minister’s Office.
UNIT III MINISTRIES IN INDIA


UNIT IV CONSTITUTIONAL BODIES


UNIT V ISSUES IN INDIAN ADMINISTRATION

Issues in Indian Administration - Generalist & Specialist - Minister & Secretary Relationship - Corruption - Criminalization of Politics.

Books for Reference:

1. 1. Avasthi and Avasthi, Indian Administration, Laxmi Narain Agarwal publication, 2020
2. B.L.Fadia and Kuldeep Fadia, Indian Administration, SBP Publication, 2017
4. Dr.SanjaySen, Lakhi Debnarh, Indian Administration, Mahaveer Publications, 2015
5. K.Chopra, Indian Administration, (UPSC/State Level Service Main Examination), Unique Educational Publishers, 2020
Objectives:

1. To know the consequences of partition
2. To study policies of various governments
3. To understand the impacts of new economic policies

UNIT – I

UNIT – II

UNIT – III

UNIT – IV
Re-emergency of Indira Gandhi – Punjab crisis - Blue Star Operation - Rajiv Gandhi

UNIT - V
Book for Reference:

B.A PUBLIC ADMINISTRATION

PROFESSIONAL ENGLISH FOR ARTS & SCIENCES - II

COURSE OBJECTIVES:

While studying students shall be able to

- The Professional Communication Skills Course is intended to help Learners in Arts and Science colleges
- Develop their competence in the use of English competitiveness and thereby improve their employability skills.
- Help students with a research bent of mind develop their skills in writing reports and research proposals.

UNIT I - COMMUNICATIVE COMPETENCE

Listening – Listening to two talks/lectures by specialists on selected subject specific topics -(TED Talks) and answering comprehension exercises (inferential questions)

Speaking: Small group discussions (the discussions could be based on the listening and reading passages- open ended questions

Reading: Two subject-based reading texts followed by comprehension activities/exercises

UNIT II - PERSUASIVE COMMUNICATION

Listening: listening to a product launch- sensitizing learners to the nuances of persuasive communication- Speaking: debates – Just-A Minute Activities -

Reading: reading texts on advertisements - Writing: dialogue writing- writing an argumentative /persuasive
UNIT III- DIGITAL COMPETENCE
Listening to interviews (subject related)

**Speaking:** Interviews with subject specialists (using video conferencing skills)
Creating Blogs - **Reading:** Selected sample of Web Page (subject area) - **Writing:**
Creating Web Pages - **Reading Comprehension:** Essay on Digital Competence for Academic and Professional Life.

UNIT IV - CREATIVITY AND IMAGINATION
Listening to short (2 to 5 minutes) academic videos (prepared by EMRC/ other MOOC videos on Indian academic sites – E.g. https://www.youtube.com/watch?v=tpvicScuDy0) - **Speaking:** Making oral presentations through short films – subject based - **Reading:** Essay on Creativity and Imagination (subject based) - **Writing** – Basic Script Writing for short films (subject based) - Creating web pages, blogs, flyers and brochures (subject based)

UNIT V- WORKPLACE COMMUNICATION & BASICS OF ACADEMIC WRITING
**Listening** - Short academic presentation using PowerPoint - **Reading & Writing:**
Product Profiles, Circulars, Minutes of Meeting - **Writing** an introduction, paraphrasing and Punctuation.

Books for Reference:

B.A PUBLIC ADMINISTRATION

SEMESTER - III

PRINCIPLES OF MANAGEMENT

COURSE OBJECTIVES:

While studying students shall be able to

- Identify the Definition, nature, scope and significance of Management
- Listen the Importance of Management, Evolution of Management Thought
- Learn the Modern Management Technique, Levels of Management and Management Techniques in Government.

COURSE OUTCOMES:

After completion the course students will be able

- To explain the leadership styles in an organisation
- To analyse management process of planning, coordination, delegation and communication
- To describe the functions and issues in management

UNIT I INTRODUCTION


UNIT II MANAGEMENT SYSTEM


UNIT III LEADERSHIP STYLES

UNIT IV MANAGEMENT TECHNIQUES

Management by Objective (MBO) – Management Information System – Total Quality of Management.

UNIT V MODERN MANAGEMENT

Participative Management – Self Management – Quality Circle

Books for Reference:

1. Meenakshi and Gupta – Principles of Management, prentice Hall India Learning, 2009
3. David.s and Bright, Principles of Management, ASP Publications, 2019
4. Dr.S.Radha, Dr.P. Padndian, G.Gnanasekaran Principles of Management, Charulatha Publications 2019,
COURSE OBJECTIVES:

While studying students shall be able

- To describe the Nature, Scope and Importance of Local Administration
- To Learn the Balwant Ray Mehta and Ashok Mehta Committee Reports and its implementation status
- To Identify the Rural local Government Structure and Functions and term Village Panchayat

COURSE OUTCOMES:

After completion the course students will be able

- To explain the Evolution of Local Government in Independent India
- To analyse the Rural and Urban Development Programmes
- To estimate the Role of District Collector in Local Government Administration

UNIT I INTRODUCTION

Nature, Scope and Importance of Local Administration - Evolution of Local Government in Independent India – Community Development Programme - Balwant Ray Mehta and Ashok Mehta Committee Reports.

UNIT II RURAL LOCAL GOVERNMENT


UNIT III URBAN LOCAL GOVERNMENT

UNIT IV DEVELOPMENT PROGRAMMES


UNIT V DISTRICT ADMINISTRATION

Role of District Collector in Local Government Administration - Role of DRDA – Control over Supervision Local Bodies.

Books for Reference:

1. Pradeep Sachdeva, Local Government in India, Person Education India, 2011
2. Bidjutchakrabarty and Rajendra Kumar Pandey, Local Government in India, Sage publication, 2018
OBJECTIVES:

1. Students learn the features of under developed and developing economics of India.
2. To understand impact of population explosion on economic growth.
3. The course provides knowledge on Indian agriculture and its role in growth of Indian economy.

UNIT – I

Features of Less developed and developing Economics – The Determinates of Economic development - Economic and Non – Economic factors – concepts of Economic Growth and Development.

UNIT – II


UNIT – III


UNIT – IV

Agriculture – its place and Role in the National Economy – Crop Pattern – Causes for Low Productivity – land Reforms Need and Scope – Appraisal of Land Reform measures.
UNIT – V


REFERENCE BOOKS

3. Indian Economy: Developmental Problems And Policies, 2020
B.A PUBLIC ADMINISTRATION
GK FOR COMPETITIVE EXAMS

COURSE OBJECTIVES:

While studying students shall be able

- To get knowledge Indus Valley Civilization, Culture and Heritage of Tamil people
- To reveal the emergence of national leaders and Role of Tamil Nadu leaders in freedom struggle Rajaji, VOC, Barathi
- To understand the status of natural resources of India

COURSE OUTCOMES:

After completion the course students will be able

- To received the knowledge on concept of India as a secular state
- To acquiring knowledge about structure and functions of central vigilance commission, NHRC and CAG
- To analyse the various Political Social Issues in India, who are all in Eminent personalities in Sports, Games and their Award

UNIT I INTRODUCTION

Indus Valley Civilization – Guptas, Delhi Sultans, Mughals and Marathas – Age of Vijayanagaram and the bahamanis - Culture and Heritage of Tamil people

UNIT II EMERGENCE OF NATIONAL LEADERS

Emergence of National Leaders – Gandhi – role of Tamil Nadu in freedom struggle Periyar, Kamaraj, Barathi.

UNIT III AGENCIES FOR GOOD GOVERNANCE

UNIT IV RESOURCES IN INDIA

Water Resources – Rivers in India – Soil – Minerals and Natural Resources – Natural Calamities - Disaster Management.

UNIT V CURRENT AFFAIRS


Books for Reference:

1. R.Gupta, General Knowledge and Current Affairs, Sage Publishers, 2021
4. Arihant, General Knowledge, Arihant Publishers, 2020,
5. Mammen Mathew, Manorama Year Book – 2021, MalayalaManorama Press, 2020
B.A PUBLIC ADMINISTRATION

SEMESTER - IV

PUBLIC PERSONNEL ADMINISTRATION

COURSE OBJECTIVES:

While studying students shall be able to

- Define the Meaning, Nature and scope of Public Personnel Administration
- Express the Bureaucratic, Democratic Personnel Systems and their merits and demerits
- Know the term Recruitment, Problems of recruitment, Methods of recruitment, Direct Recruitment, Appointment and Probation

COURSE OUTCOMES:

After completion the course students will be able

- To explain the objectives of Tenure System, Merit System and Spoil System
- To analyse the importance of Training for public services in India
- To describe the recent trends and issues in personnel administration

UNIT I INTRODUCTION


UNIT II PUBLIC SERVICES


UNIT III RECRUITMENT

UNIT IV TRAINING METHODS


UNIT V TRENDS IN PERSONNEL ADMINISTRATION

Conduct and Discipline – Morale – Employer – Employee Relations – Employee Associations.

Books for Reference:

3. Palekar .S.K., Public Personnel Administration, ABD Publishers, 2005
5. Liorens, Kilinger, Johan Nalbandian, Public Personnel Management, 2017
COURSE OBJECTIVES:

While studying students shall be able to

- Define the concept Constitution, Types of Constitution, Characteristics of Constitution and Importance of Constitution
- Assess the Salient features of Constitution : Directive Principles of State Policy, Fundamental Rights, Fundamental Duties
- Express the Union government structure, powers and functions of the president and Prime Minister

COURSE OUTCOMES:

After completion the course students will be able

- To know the basic principles of central secretariat administration in the state
- To identify the state government structure, powers and functions of the chief Minister and council of minister
- To describe the concept of district administration and role of collector to strengthen the village panchayat administration

UNIT I INTRODUCTION

Constitution – Types of Constitution – Characteristics of Constitution - Importance of Constitution

UNIT II FEATURES OF INDIAN CONSTITUTION

UNIT III UNION ADMINISTRATION

Union Administration – President - Prime Minister - Cabinet Secretariat.

UNIT IV STATE ADMINISTRATION

State Administration – Governor - Chief Minister - State Secretariat.

UNIT V LOCAL ADMINISTRATION

District Administration - Local Self Government – Village President- VAO.

Books for Reference:

4. Latika Sekar, Indian Constitution and Administration, Gyan Geeta Prakashan Publishers, 2018
OBJECTIVES:

1. The course provides knowledge on various industrial policies and the industrial growth from 1948 to 1991.
2. Students learn the importance of infrastructural development and its role in Indian Economy.
3. Pupils learn the Export and Import policy, India’s Foreign Trade and Balance of Payments.

UNIT – I


UNIT – II


UNIT – III

Transport - Importance of Transport (Road, Railway, Shipping and Civil Aviation) – Evolution of Governmental Policy.

UNIT – IV

Planning in India – A Brief resume of India’s Five Year Plans – The Tenth Five Year Plan 2002 -07: Objectives and Targets - Plan outlay – Sectoral Development programme – poverty in India – Poverty Eradication programme – Regional Development Disparities.
UNIT – V

Indian’s Foreign Trade and Balance of Payments – Export and import policy – GATT, WTO and India’s Foreign Trade.

REFERENCE BOOKS


2. Nageswaran.V. A., Long-Term Economic Challenges, 2019
B.A PUBLIC ADMINISTRATION
SOCIAL PROBLEMS IN INDIA

COURSE OBJECTIVES:

While studying students shall be able to

- Listen the Social Structure in India particularly in Ancient, Medieval and Modern Society
- Know the term Civil issues: Population Growth, Illiteracy, Unemployment and Poverty
- Understand the Gender issues like Child Labour, Child Abuse, Violence against Women in India

COURSE OUTCOMES:

After completion the course students will be able

- To explain the nature, significance and types of social problems
- To evaluate the term religious, find out the reasons behind the problem
- To analyse the social issues in India and how it will affect the development of the nation

UNIT I INTRODUCTION
Social Structure in India – Ancient, Medieval and Modern Society – Reforms and Modern Society

UNIT II CIVIC ISSUES

UNIT III GENDER ISSUES
Child Labour – Child Abuse – Violence against Women – Domestic Violence
UNIT IV RELIGIOUS ISSUES
Castism – Communalism – Regional Unrest – Minorities and Reservation – Lingustism

UNIT V SOCIAL ISSUES
Alcoholism – Drug Abuse – Digital Divide – Cyber Crime – Social Media and Awareness

Books for Reference:
1. Ahuja Ram, Social Problems in India, Rawat Publishers, 2014
3. Kumar Dhrub – Economic and Social Issues, Remesh Publishing House, 2018
4. M.N. Srinivasan, Social Change in Modern India, Orient Black Swan Publishers, 2005
B.A PUBLIC ADMINISTRATION

SEMESTER - V

GOVERNMENT AND ADMINISTRATION OF TAMILNADU

COURSE OBJECTIVES:

While studying students shall be able to

- Know about the Nature of Administrative System in Tamil Nadu: Ancient and British Period
- Learn the Salient Features and scope of Tamil Nadu Administration
- Study about the Important Department and Organisations functions in Tamil Nadu

COURSE OUTCOMES:

After completion the course students will be able

- To explain the State Administration: Secretariat, Chief Secretary, Chief Minister’s Special Cell
- To analyse the activities of State Finance Commission, State Planning Commission, Development Authority (CMDA)
- To examine the process of State Recruiting Agencies: Tamil Nadu Public Service Commission and Teachers Recruitment Board

UNIT I INTRODUCTION

Nature of Administrative System in Tamil Nadu: Ancient and British Period – Salient Features of Tamil Nadu Administration

UNIT II STATE ADMINISTRATION

State Administration: Secretariat – Chief Secretary – Chief Minister’s Special Cell – Collectorate Service in District – Taluk Administration – Village Administration
UNIT III DEPARTMENTS


UNIT IV SPECIALIZED DEPARTMENT

ELCOT – TANSIDCO – THADCO – TASMAC – Arasu E Sevai Maiyam

UNIT V RECRUITING AGENCIES

State Recruiting Agencies: Tamil Nadu Public Service Commission – Teachers Recruitment Board – USRB.

Books for Reference:

1. ChithraMadhavan, History and Culture of Tamil Nadu, D.K.Print World Ltd., 2005
5. www.tngove.in
B.A PUBLIC ADMINISTRATION
SOCIAL WELFARE ADMINISTRATION

COURSE OBJECTIVES:

While studying students shall be able to

- Learn the meaning, nature and scope of Social Welfare Administration
- Read the history and growth of Social Welfare Administration in India
- Identify the Role of United Nations organizations in Social Welfare Administration

COURSE OUTCOMES:

After completion the course students will be able

- To examine the characteristics of Social Welfare agencies at state Level and functions of state Social Welfare Board
- To acquiring knowledge about the various social welfare programmes
- To evaluate the implementation of status of special social welfare programmes

UNIT I INTRODUCTION


UNIT II AGENCIES FOR SOCIAL WELFARE

Role of UN in Social Welfare Administration - Social Welfare Agencies at Union Level – Central Social Welfare Board

UNIT III STATE LEVEL AGENCIES

UNIT IV SOCIAL WELFARE PROGRAMMES


UNIT V SPECIAL WELFARE PROGRAMMES


Books for Reference:

1. Anil Patak - Social Welfare Administration, Centrm Press publication, 2014
2. Dr.D.R.Schdeva, Social Welfare Administration in India, KitabMahal Publication 2018
4. Dr.Birender Prasad Varma - Social Welfare Administration, and Social Development GyanGeetaPrakashan, 2020
5. S.Rengasamy – Social Welfare Administration, Madurai Institute of Social sciences, 2010
B.A PUBLIC ADMINISTRATION

E – GOVERNANCE IN INDIA

COURSE OBJECTIVES:

While studying students shall be able

- To explain the meaning, nature, importance and strategies of E – Governance
- To understand the various concepts and types of E – Governance
- To express the idea of citizen centric governance

COURSE OUTCOMES:

After completion the course students will be able

- To know information technology and challenges of E – Governance
- To detailed about E – Governance projects at centre and state level
- To ability to think and identify the issues in E – Governance

UNIT I INTRODUCTION


UNIT II MODELS OF E – GOVERNANCE

Models of E – Governance - Public and Private partnership (PPP) in E-Governance – Difference between government and Governance – Implementation of E - Governance

UNIT III DATA & E – GOVERNANCE

Data Warehouse – Government Web Services – State Data Centre - Government Database management
UNIT IV E – GOVERNANCE IN TN


UNIT V TRENDS IN E – GOVERNANCE


Books for Reference:

B.A PUBLIC ADMINISTRATION
ADMINISTRATION OF PUBLIC GRIEVANCES

COURSE OBJECTIVES:

While studying students shall be able

- To define the Need for Political Education, Citizen Obligation under Indian Constitution
- To explain the Approaching Government Agencies for various welfare Programmes.
- To procedure for Appling for Ration Card, Voter Registration, Voter Identity Card and PAN Card

COURSE OUTCOMES:

After completion the course students will be able

- To awareness on Make use of Right to information Act 2005
- To way to see the Central and State Job Notifications, Qualifications for Exams
- To clarify the Meaning, Significance, Organization and Functions of NGO

UNIT I INTRODUCTION

Need for Political Education – Citizen Obligation under Indian Constitution – Citizenship Training – Political Culture.

UNIT II WELFARE PROGRAMMES

UNIT III ENROLLING MEMBERSHIP


UNIT IV COMPETITIVE EXAMS

Central and State Job Notifications – Qualifications for Exams: UPSC - TNPSC - SSC – RRB - Online Application fill up methods in various Exams

UNIT V NGO’S ROLE

NGO - Meaning, Significance – Organization and Functions of NGO – Sources of Finances of NGOs – Expenditure, Account and Audit of NGOs.

Books for Reference:

B.A PUBLIC ADMINISTRATION

POLITICAL THEORY

COURSE OBJECTIVES:

While studying students shall be able to

- Understand the Meaning, nature and scope of Political Science
- Estimate the importance of Political Science, term Sovereignty and concept of Citizenship
- Know the Origin of State, elements of State, nature of Governments and what are the organs of Governments

COURSE OUTCOMES:

After completion the course students will be able

- To evaluate the Theories of state: Divine Theory, Force Theory, Social Contract Theory and Evolutionary Theory
- To describe the Peoples Rights: Liberty, Equality, Justice and Democratic Participation in government
- To discuss the term Liberalism, Marxism, Fascism and Gandhism

UNIT I INTRODUCTION

Meaning, nature and scope of Political Science – Importance of Political Science – Sovereignty – Citizenship

UNIT II STATE AND GOVERNMENTS

Origin of State – Elements of State – Governments – organs of Governments

UNIT III POLITICAL THEORIES

UNIT IV POLITICAL IDEAS


UNIT V POLITICAL IDEOLOGIES

Liberalism – Marxism – Fascism – Gandhism

Books for Reference:

1. Eddy Asirwatham, Political Theory, New Delhi, 2007
3. Aakash Singh Rathore, Indian Political Theory, Routledge Publishers 2019
4. Andrew Shorten, Contemporary Political Theory, Macmillan Education UK, 2018
5. Andrew Heywood, Political Theory, Palgrave Macmillan, 2004
B.A PUBLIC ADMINISTRATION
HUMAN RIGHTS ADMINISTRATION

COURSE OBJECTIVES:
While studying students shall be able

- To define the origin, nature and scope of human rights education
- To explain the civil, political, economical and cultural rights of citizen in India
- To discuss about the national human rights act, national commissions for minorities

COURSE OUTCOMES:
After completion the course students will be able to

- Learn about the various theories on human rights, types of rights
- Clarification on causes of religious violations, caste issues, women and child issues in India

UNIT I INTRODUCTION

UNIT II CONSTITUTIONAL REMEDIES
Constitutional Remedies – Human Rights Violation against Men – Women – Children

UNIT III UNIVERSAL DECLARATION OF HUMAN RIGHTS
Universal Declaration of Human Rights – Human Rights Court
UNIT IV VIOLENCE IN INDIA

Communal Violence in India – Female Infanticide – Refugees - Bonded Labourer – Prisoners

UNIT V MEDIA IN HUMAN RIGHTS

Human Rights and Media – Human rights and Voluntary Organisations – Human Rights in New Era

Books for Reference:

3. Dr.H.D.Agarwal, Human Rights, Central Law Publications, 2020
4. Sarita cargos, Human Rights and Education,
5. K.,K.Ghai, Indian constitution and Human Rights
B.A PUBLIC ADMINISTRATION
SEMESTER - VI
ADMINISTRATIVE THOUGHT

COURSE OBJECTIVES:

While studying students shall be able

- To find out the Politics and Dichotomy theory and Wilson contribution to developed the subject Public Administration
- To get knowledge Webbers theory on authority and Simon decision making theory on leadership in an organisation
- To understand the concept of motivational theories with thoughts of Maslow, Herzberg and McGregor

COURSE OUTCOMES:

After completion the course students will be able

- To analyse the origin, growth of public administration from political science
- To think about the characteristics and importance of scientific management theory and Taylor’s contribution to the industry
- To assess the Thiruvalluvar views on Administration and Ambedkar’s role on Indian Administration

UNIT –I INTRODUCTION
Kautilya – Thiruvalluvar - Woodrow Wilson

UNIT II CLASSICAL THEORY
Henry Fayol - Gulick – Urwick

UNIT III STRUCTURAL THEORY
Max Webber - F.W. Taylor
UNIT IV NEO CLASSICAL & BEHAVIOURAL THEORY

Elto Mayo - C.I. Barnad – Herbert A. Simon.

UNIT V MOTIVATION THEORY

Abraham Maslow – Herzberg

Books for Reference:

1. Anupama Puri Mahjan – Administrative Thinkers, SAGE Publications, 2020
2. Gugulothasrinu, Administrative Thought, ReadWorth, 2020
B.A PUBLIC ADMINISTRATION
DEVELOPMENT ADMINISTRATION

COURSE OBJECTIVES:

While studying students shall be able

- To define the Meaning, nature and scope of Development Administration and approaches to Development Administration
- To discuss the Bureaucracy and Development Administration, Development planning
- To analyse the Developmental Programme in Agricultural, Educational and Role of NGO’s in Development Administration

COURSE OUTCOMES:

After completion the course students will be able

- To know about the peoples participation in Development Administration
- To understanding the concept of District Administration, role of collector in district level
- To discuss the role of NGO’s and United Nations Organisation in Development Administration

UNIT I INTRODUCTION

Meaning, Nature, Scope and Importance of Development Administration – Evolution of Development Administration

UNIT II TRADITIONAL ADMINISTRATION

Traditional Administration – Bureaucracy and Development Administration – Hierarchy in Administration – Red Tapisim
UNIT III DEVELOPMENT PLANNING
Development Planning in India – District Collector – DRDA – Field Level Agencies- Peoples Participation in Development Administration

UNIT IV URBAN & RURAL DEVELOPMENT PROGRAMMES

UNIT V NGO’S & DEVELOPMENT ADMINISTRATION
NGO’s and Development Administration – Citizen Grievances and Redressal Mechanism

Books for Reference:

1. Anupama Puri Mahjan - Development Administration in India, Sage India Publications, 2019
4. Palekar S.A - Development Administration in India, Printice hall India, 2012
5. Ratnakar Gaikwad - Development Administration in India, Yashadha Publications, 2007
B.A PUBLIC ADMINISTRATION
FINANCIAL ADMINISTRATION IN INDIA

COURSE OBJECTIVES:

While studying students shall be able

- To listen the Nature, Scope and significance of Public Finance Administration and able to know Budget its Principles
- To identify the financial administrative system following by various countries like U.K, U.S.A
- To explain the nature Indian budgetary system, role of finance ministry and finance commission in India

COURSE OUTCOMES:

After completion the course students will be able

- To understand the concept of budget, process of budget and types of budget
- To describe the budget making procedure and control over public expenditure in U.K & U.S.A
- To evaluate the central state financial relations, tax administration and sources of local revenue

UNIT I INTRODUCTION


UNIT II INDIAN BUDGETARY SYSTEM

Aspects of Indian Budgetary system – Preparation and Enactment of Budget – Execution of Budget – Finance Ministry.
UNIT III COMMITTEES ON FINANCE

Public Accounts Committee – Estimate committee – Committee on Public Undertakings – Committee on Subordinate Legislation.

UNIT IV CAG IN INDIA

Meaning of Audit – Audit in India – Comptroller and Auditor General of India – Separation of Accounts from Audit.

UNIT V RESOURCE MOBILIZATION


Books for Reference:

5. Pathak bharti, Dr.S.S.Verma – Indian Financial System, Pearson Publication, 2018
B.A PUBLIC ADMINISTRATION
INTERNATIONAL ORGANIZATIONS AND MANAGEMENT

COURSE OBJECTIVES:

While studying students shall be able

- To define the formation Unite Nations Organisation: Purpose and Structure
- To describe the united Nations reforms in Post cold war era in the world
- To know about the specialised agencies in UNO and its role to develope the world

COURSE OUTCOMES:

After completion the course students will be able

- To analyse the origin and growth of international Organisations
- To solve the labour and child and women issues by the UNO
- To evaluate the necessity of formation of regional agreements with neibouring countries

UNIT I INTRODUCTION

UNO - General Assembly – Secretary – International Court of Justice – The Secretariat

UNIT II CULTURAL AND WELFAR AGENCIES

UNESCO – UNICEF – FAO

UNIT III ECONOMIC AGENCIES

UNDP –IMF- IBRD (World Bank)
UNIT IV LABOUR AND HEALTH AGENCIES

ILO – WHO – UNHRC

UNIT V PEACE AND CO-OPERATION BODIES

NATO – NAM – EU – SAARC

Books for Reference:

5. V.N.Khanna, Leslie Kumar, International Relations, Vikas Publishers, 2020
B.A PUBLIC ADMINISTRATION
POLITICAL PARTIES IN INDIA

COURSE OBJECTIVES:

While studying students shall be able to

- Learn about the Meaning, nature and importance of Political Parties
- Classify the types of Political Parties and its principles to propaganda
- Point out the Role of Political Parties in policy making and developing the state

COURSE OUTCOMES:

After completion the course students will be able to

- Explain the emergence of national parties in India and find their eligibility to become a national party
- Describe the regional parties, state political parties alliance with national parties
- Understand the term election manifesto, types and techniques of propaganda in election

UNIT I INTRODUCTION
Meaning, Nature and Importance of Political Parties – Types of Political Parties- Role of Political Parties in Policy Making

UNIT II NATIONAL PARTIES
Congress – Bharathiya Janatha Party – Communist Party – Marxist Communist Party

UNIT III REGIONAL PARTIES
AAP – BSP- Trinamool Congress- Siva Sena – YSR Congress
UNIT IV  TAMIL NADU PARTIES

DMK – ADMK – DMDK – PMK – MDMK – Nam Tamilar Party

UNIT V  ISSUES AND TRENDS

Political Alliance – Election Manifesto – Election Campaign – Party Switching

Books for Reference:

1. Roy M.P.Singh - Indian Political Parties, Manak Publishers 2005
2. Desarathi Bhuyan - Role of Regional Political Parities in India, Mittal publication, 2007
3. Hasan Zoya - Parties and Party Politics in India, Oxford University Press, 2004
4. Sharat Kumar - Political Parties and Administrative Reforms in India
5. M.P.Singh - Himansuroy Indian Political System
B.A PUBLIC ADMINISTRATION

INDIAN POLITICAL THINKERS

COURSE OBJECTIVES:

While studying students shall be able

- To know about the eminent political thinkers in India and their ideologies on politics
- To understand about the Mahabaharatham and its evidence of dharma and Mannu in Hindu religion
- To receive knowledge on social reformers and their ideology on society

COURSE OUTCOMES:

After completion the course students will be able

- To clearly get thoughts of Indian political philosophers
- To assess the role of Nehru and Indira Gandhi on Indian Political Administration
- To estimate the contribution of social political thinkers in Tamil Nadu

UNIT-I – INTRODUCTION

Vedic Period - Ethics Period: Mahabharatham – Kautilya – Mannu and Dharma

UNIT-II - SOCIAL REFORM THINKERS

Raja Ram Mohan Ray – Swamy Dayananda Saraswathi – Swamy Vivekananda
UNIT-III - INDIAN POLITICAL THINKERS

Bal Gangadhar Tilak – Gopala Krishna Gokhale – Mohandas Karamchand Gandhi

UNIT-IV - POLITICAL ADMINISTRATIVE THINKERS

Jawaharlal Nehru – Indhira Gandhi – Vallabai Patel - B.R.Ambedkar

UNIT-V - SOCIAL & POLITICAL THINKERS IN TAMILNADU

Rajaji – Sathyamoorthy - Periyar E.V. Ramasamy - Kamarajar

Books for Reference:

1. Himanshu Raj & M.P. Singh, Indian Political Thought: Themes and Thinkers, Pearson Education in India. 2011
2. Himanshu Raj & M.P. Singh, Indian Political Thought, Pearson Education in India. 2007
4. Prem Arora, Indian Political Thought, Bookhieves Publications, New Delhi, 2010
5. V.R.Mehta, Foundation of Indian Political Thought, Manohar Publishers and Distributors, 2010
MODEL QUESTION PAPER
FOR CORE AND ELECTIVE PAPERS
From 2021 – 2022 Admitted Students

Time : 3hours  Marks -75

Part – A: (15x1=15 Marks)
Answer all questions, Objective questions with 4 answers
Questions 1 and 3 - From Unit -I
Questions 4 and 6 - From Unit - II
Questions 7 and 9 - From Unit - III
Questions 10 and 12 - From Unit - IV
Questions 13 and 15 - From - Unit -V

Part – B: (2x5= 10)
Answer the following Answer any TWO Questions in about 100 words each:
Questions 16 From Unit- I
Questions 17  From Unit- II
Questions 18 From Unit- III
Questions 19 From Unit -IV
Questions 20 From Unit- V

Part – C: (5x10=50) Marks)
Answer ALL of the following questions in about 800 words each:
Questions 21 From Unit – I  with Internal choice - (Either or)
Questions 22 From Unit – II  with Internal choice - (Either or)
Questions 23 From Unit – III with Internal choice - (Either or)
Questions 24 From Unit – IV with Internal choice - (Either or)
Questions 25 From Unit – V  with Internal choice - (Either or)
(Non Major Elective courses)

1. (Non Major Elective courses) கல்லுற்ற விளையாடுதல் அறிவியல் மற்றும் பெயராளுதல் அறிவியல்

2. மாணவர் பெற்றொருத்தம் நோக்கமான விளையாடுதல் அறிவியல்

3. பாடாக்கப்பட்ட மாணவர் பெற்றொருத்தம் அதிரட்சத்து போட்டுகள்

4. தரவு பாடாக்கப்பட்ட விளையாடுதல் கல்லுற்று விளையாடுதல்

அறங்க்-1

பாடாக்கக்குறிசெய்ய பாடாக்கப்பட்ட விளையாடுதல் - விளையாடுதல் நோக்கமான விளையாடுதல் - பாடாக்கப்பட்ட விளையாடுதல்

அறங்க்-2

சிற்றுறுக்கு மாணவர் முழுக்கான - காணும் சான்று மாணவர் முழுக்கான கணமைக்கு போக்குகளின் மேல்கள் - செயல்கள

அறங்க்-3

மாணவர் குறியீட்டு கம்பேர புத்தகம் மொழிச்சிகள் - அச்சேவி சேவி - கூட்டங்களுக்கு அதிரட்சு

அறங்க்-4

கல்வி பேச்சுகள் - கல்வி சிந்துப்பொழுது - திட்டமித்துறுப்பு பொருள்கள் - பாடாக்கப்பட்ட கல்வி சிந்துப்பொழுது

அறங்க்-5

மாணவர்களுக்கு கல்வி பொருள்நிதிகள் பொருள்கள் - கல்வி சிந்துப்பொழுது கல்வி - அதிக கல்விப்பொழுது - மக்கள் பாடாக்கப்பட்ட கல்வி சின்னத்துகள் - தரவு விளையாடுதல் முறையுடன்.
மாணவத் தொகுப்பு:

1. கல்லூரிய பராமரிக்குமான்  - 'சான்றால் சின்னக்காலம் பாதுகாப்பு'  
இன்று வருடான் இந்த குழுமம் (பி) குழு. 
41-பி, சிங்கரா தினசரி பண்டையில், 
சேர்க்காணி-600 098.

2. ச.அம்பாவத்யாத  - 'மாணவர் சின்னக்காலம் தொடர்ந்து பாதுகாப்பு'  
இன்று வருடான் இந்த குழுமம் (பி) குழு. 
41-பி, சிங்கரா தினசரி பண்டையில், 
சேர்க்காணி-600 098.

மாணவேனில்:

1. பி.அம்மன்  - 'சின்னக்காலம் சுத்திப்பிட்டு பெறுவதற்கு கால்நடை'  
இன்று வருடான் இந்த குழுமம் (பி) குழு. 
41-பி, சிங்கரா தினசரி பண்டையில், 
சேர்க்காணி-600 098.
(Non Major Elective Course)

பல்லவர் வருமானத்துக்கு நிறுவப்பட்டுவரும் பாதை

பார்வையளவில்,

1. நிலையாற்றல் கணிக்கை அறிவிப்பு.
2. நிலையாற்றல் தொழில்நுட்ப அறிவிப்பு.
3. நிலையாற்றல் கொள்கை கல்விக் காரணமும்.
4. நிலையாற்றல் தொழில் துணைக் காரணம், துணை கணிக்கை அறிவிப்பு.
5. நிலையாற்றல் கல்விக் காரணம் பாதைச் செயல்பாடு.

உது-1

நிலையாற்றல் கார்க்கள் கல்விக் காரணமும் - நிலையாற்றல் காரணமும் - நிலையாற்றல் கல்விக் காரணமும் - அறிவிப்பு நிலையாற்றல் - நிலையாற்றல் கல்விக் காரணமும் - நிலையாற்றல் தொழில் துணைக் காரணம் - நிலையாற்றல் தொழில் துணைக் காரணம் - நிலையாற்றல் தொழில் துணைக் காரணம்.

உது-2

நிலையாற்றல் கார்க்கள் கல்விக் காரணமும் - நிலையாற்றல் கல்விக் காரணமும் - அறிவிப்பு நிலையாற்றல் - நிலையாற்றல் கல்விக் காரணமும் - நிலையாற்றல் தொழில் துணைக் காரணம் - நிலையாற்றல் கல்விக் காரணமும் - நிலையாற்றல் தொழில் துணைக் காரணம் - நிலையாற்றல் தொழில் துணைக் காரணம் - நிலையாற்றல் தொழில் துணைக் காரணம் - நிலையாற்றல் தொழில் துணைக் காரணம் - நிலையாற்றல் தொழில் துணைக் காரணம்.

உது-3

நிலையாற்றல் கார்க்கள் வேலைக்காரன் - நிலையாற்றல் கொள்கைக் காரணமும் - நிலையாற்றல் தொழில் துணைக் காரணம் - நிலையாற்றல் கல்விக் காரணமும் - நிலையாற்றல் தொழில் துணைக் காரணம் - நிலையாற்றல் கல்விக் காரணமும் - நிலையாற்றல் தொழில் துணைக் காரணம் - நிலையாற்றல் தொழில் துணைக் காரணம் - நிலையாற்றல் தொழில் துணைக் காரணம் - நிலையாற்றல் தொழில் துணைக் காரணம்.

உது-4

நிலையாற்றல் பார்வையளவில் - நிலையாற்றல் தொழில்நுட்பம் க்காரணமும் - நிலையாற்றல் கல்விக் காரணமும் - நிலையாற்றல் தொழில் துணைக் காரணம் - நிலையாற்றல் கல்விக் காரணமும் - நிலையாற்றல் தொழில் துணைக் காரணம் - நிலையாற்றல் கல்விக் காரணமும் - நிலையாற்றல் தொழில் துணைக் காரணம் - நிலையாற்றல் தொழில் துணைக் காரணம் - நிலையாற்றல் தொழில் துணைக் காரணம்.
முன்கூறு:

1. அலையாய்வாக்கிக்கு
2. முறையாய்வு
3. குர்ஸ்கூறு