

Savitribai Phule Pune University
T.Y.B.A. Political Science
(CBCS pattern to be implemented from 2021-2022)
DISCIPLINE SPECIFIC ELECTIVE COURSE
PUBLIC ADMINISTRATION

Objectives:

This paper is an introductory course in Public Administration. The essence of Public Administration lies in its effectiveness in translating the governing philosophy into programmes, policies and activities and making it a part of community living. The paper covers personnel public administration in its historical context thereby proceeding to highlight several of its categories, which have developed administrative salience and capabilities to deal with the process of change. The recent developments and particularly the emergence of New Public Administrations are incorporated within the larger paradigm of democratic legitimacy. The importance of legislative and judicial control over administration is also highlighted

SEMESTER-V

DSE 1 C (3)+1

	PERIOD
Unit 1: Public Administration	12
a) Meaning	
b) Nature	
c) Scope and Significance	
Unit 2: New Public Administration	12
a) Evolution	
b) Salient Features	
c) Goals	
Unit 3: Approaches to Public Administration	12
a) Traditional Approach	
b) Behavioral Approach	
c) System Approach	

Unit 4: Governance	12
a) Idea of Good Governance	
b) E-Governance	
c) Public Private Partnership	

SEMESTER-VI

DSE 1 D (3)+1

Unit 1: Bureaucracy	12
a) Meaning and Definitions	
b) Administrative Reforms	

Unit 2: Personnel Administration	12
a) Recruitment	
b) Training	
c) Promotion	

Unit 3: Budgeting	12
a) Meaning and types and Principles of sound Budget	
b) Budgetary Process in India	
c) Gender Budgeting	

Unit 4: Accountability and Control	12
a) Administrative Accountability	
b) Legislative Control	
c) Judicial Control	

Readings:

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