

Syllabus

**PUBLIC ADMINISTRATION AND PUBLIC
POLICY**



Offered by
MORIGAON COLLEGE, MORIGAON

2020-2021

Department of Political Science

DEPARTMENT OF POLITICAL SCIENCE

MORIGAON COLLEGE,

MORIGAON, ASSAM

Certificate Course on **Public Administration and Public Policy**


Duration: 30 Hours

Objective:

The course provides an introduction to the discipline of public administration. This paper encompasses public administration in its historical context with an emphasis on the various classical and contemporary administrative theories. The course will attempt to provide the students a comprehensive understanding on contemporary administrative developments. The paper also seeks to provide an introduction to the interface between public policy and administration in India.

Course Outcome:

- To enable students to learn the basic concepts related to public administration and its importance,
- To make students learn the major theories of public administration,
- To familiarize students with the major approaches and recent debates related to field of public administration.
- To enable students to have an understanding of public policy and its formulation,
- be familiarized with and gain knowledge about the processes of public policy making in India and their significance in administering the state.
- develop the ability to assess the functioning of the government and the administration in ensuring a citizen centric welfare administration in India


Dr. Achyut Kr. Das,
HOD. Deptt. of Pol.
Science,

Unit-I: Public Administration as a discipline (7 lectures)

Meaning, Nature and Scope

Development of public administration as an academic discipline

New public Administration

New public management

Good Governance

Development administration

Unit II: Administrative Approaches and Theories (12 lectures)

CLASSICAL THEORIES

- Scientific management (F.W.Taylor)
- Administrative Management (Gullick, Urwick and Fayol)
- Ideal-type bureaucracy (Max Weber)

NEO-CLASSICAL THEORIES

- Human relations theory (Elton Mayo)
- Rational decision-making (Herbert Simon)

CONTEMPORARY THEORIES

- Ecological approach (Fred Riggs)

Unit III: Understanding Public Policy (5 lectures)

Concept and Theories

Processes: Policy Formulation, Implementation and Evaluation

Unit IV: Public Administration and Public Policy in India (6 lectures)


Union Public Service Commission

Peoples' participation- RTI, Lokpal and Lokayukta, Citizens' Charter

Major public policies in India


15/07/14

Principal & Secretary
Morigaon College


Dr. Achyut Kumar Das,
HOD, Deptt. of Pol.
Science.