

Public Administration Syllabus
BA – 3rd Year (Semester-VI)
Major Core Course (CC)/Minor Elective (ME)-XIV
Code CC/ME: BA/PA 0614

Course: New Emerging Aspects of Public Administration

Course Code	CODE – C/E: BA PA 0614	
Credits-4	L (L=Lecture)	T (T= Tutorial)
	L- 3, T- 1	
Course Type	Core/MinorElective Course)	
Lecture to be Delivered	(1 hr. each), (L= 48, T= 12)	

Semester End Examination System:

Maximum Marks Allotted	Minimum Pass Marks	Time Allowed
50	23	3.00 Hrs.

Continuous Comprehensive Assessment (CCA) Pattern:

Minor Test (Marks)		Class Test/ Tutorials/Assignments (Marks)	Quiz/Seminars (Marks)	Attendance	Total Marks
Test-I	15	10	5	5	50
Test-II	15	10	5	5	
Total	30				

Course Content and Credit Scheme

Unit	Topic	Allotted Time Hours		
		L	T	P
I	i. E Governance : Concept, Significance and Scope., ii. Preconditions for implementing E- Governance. iii. Initiatives taken for promoting E Governance in Himachal Pradesh.	11	04	0
II	i. Environmental Administration: Concept and Significance. ii. Brief Introduction of The Environment (Protection) Act, 1986. iii. Central Pollution Control Board: Organisation, Functions and Role.	12	03	0
III	i. Consumer Protection: Meaning, Objectives and Significance. ii. Consumer Protection Act, 1986 : Brief Introduction of main provisions. iii. Administrative Setup of the Consumer Disputes Redressal Agencies at National, State and District Level	13	02	0
IV	i. Human Rights: Meaning, origin and Significanc. ii. kinds of Civil and Political Rights iii. Indian Constitution and Human Rights. iv. National Human Rights Commission: Organisation, Functions and Role.	12	03	0
Total		48+12=60		

Books and References

1. Bedi; Kiran, Singh Parminderjeet and SrivastaSandeep va
2. Kawadia Ganesh & Ahuja Kanhaiya
3. Chary S.N. & Vyasalu Vinod
4. Ojha Pundrik and Sharma Kiran
5. Jaswal P.S. and Nishtha Jaswal

- [Government@net](#) (New Delhi: Sage Publications, 2001)
- Environmental Issues of Development Ambala Cantt. 2006.
- Environment Management and Indian Perspective, Macmillan 2000
- Public Administration, Raj Publishers, Jalandhar, 2000
- Environmental Law, Pioneer Publications 2000

6. Mukund Rajan Gobind	Global Environmental Policies Oxford University Press 1997
7. Singla Gurnax	Law of Consumer Protection, Bharat Law Publications, Jaipur, 1993
8. Aggarwal V.K.	Consumer Protection Law & Practice, BLH Publishers Ltd., New Delhi, 1993
9. Subbian Adaikkalam	Human Rights: Philosophy, Promotion, Protection and Perspectives, Ambala Cantt. 2006.
10. Ansari M.R.	Protecting Human Rights, Maxford Books, New Delhi, 2006
11. Verma J.S.	The Universe of Human Rights, Universal Law Publishing Company, Delhi 2006
12. Chandra, U.,	Human Rights, Allahabad Law Agency Publications, Allahabad, 2000.

Annexure-II

Continuous Comprehensive Assessment (CCA) Pattern: Instructions for conducting Minor Tests I & II and Evaluation of Tutorial/Home Assignments.

Minor Test (Marks)		Class Test/ Tutorials/Assignments (Marks)	Quiz/Seminars (Marks)	Attendance	Total Marks
Test-I*	15	15	0	5	50
Test-II*	15	15	0	5	
Total	30				

Time allowed for conducting Minor Test I&II will be 1.3 hrs. each

(A)* Mode of Conducting Minor Tests 1 and 2 (15 Marks each):

Minor Test 1 will be conducted after the completion of 48 teaching days (8 weeks) and Minor Test II after 90 teaching days (15 weeks) .

Three types of Questions will be set in Minor Test 1 and 2:

1 Ten MCQ (Choice : 1 out of 3) True/ False Type of Questions of ½ mark each = 5 marks

2 Two questions of short answer type in about 150 words each of 2.5 marks = 5 marks

3 One question of about 1000 words, carrying 5 marks = 5 marks

Marks (Minor Test -1) = (1+2+3) = 5+5+5 = 15 marks and Marks (Minor Test -II) = (1+2+3) = 5+5+5 = 15 marks

Total of Minor Test I and II = 30

(B) Distribution of marks for evaluation of Tutorial/ Home Assignment:

1. 5 Marks are Assigned for the quality of contents and structure of the Assignment.
2. 5 Marks are Assigned for the clarity of language of the script (Hindi/English) and its presentation in the class room.
3. 5Marks are Assigned for defending the Assignment in the class room or in group discussion.

Total Marks (1+2+3) = 5+5+5=15 marks

Distribution of marks for CCA in each course in each semester:

1. Minor Test-I = 15 marks
2. Minor Test-II = 15 marks
3. Tutorial/Home assignment = 15 marks
4. Attendance = 05 marks

Total =50 marks

(C) Paper Setting Scheme for End Semester Examination (50 marks):

Section	No of Questions	Syllabus Coverage	Nature of Questions and Answers	Questions to be Attempted	Maximum Marks
A	10 (1 mark each)	Complete	Objective Type	10	10
B	5 (2 marks each)	Complete	Short answer type (25 words)	5	10
C	10 (3 marks each)	Complete	Medium answer type (50 words)	5	15
D	3 (15 marks each)	Complete	Long answer type (1000 words)	1	15

1st semester (For the academic session 2014-15)

Sub. Code	Course Code	Course Type	Course Name	Credit(s)	Category Type	Category Code	Max. End Semester Examination (ESE) Marks	Max Continuous Comprehensive Assessment (CCA) Marks	Max Total (ESE+CCA) Marks
Public Administration									
BAPA	BA/PA0101	Major Core Course-I	Administrative Theory	04	Major Core	2	50	50	100
BAPA	BA/PA 0102	Major Core Course-II	Rural Development Administration	04	Major Core	2	50	50	100
BAPA	BA/PA 0101	Minor Elective-I	Administrative Theory	04	Minor Elective	3	50	50	100
BAPA	BA/PA 0122	Minor Elective-I	Law & Order Administration in India	04	Minor Elective	3	50	50	100
BA/BSC/BCOM/ENVSC	BA/BSC/01/02/03/ENVSC	Compulsory	Environmental Studies	03	Compulsory	1	50	50	100

2nd Semester

Sub. Code	Course Code	Course Type	Course Name	Credit(s)	Category Type	Category Code	Max. End Semester Examination (ESE) Marks	Max Continuous Comprehensive Assessment (CCA) Marks	Max Total (ESE+CCA) Marks
Public Administration									
BAPA	BA/PA 0203	Major Core Course-III	Basics of Public Administration & Management	04	Major Core	2	50	50	100
BAPA	BA/PA 0204	Major Core Course-IV	Indian Administration	04	Major Core	2	50	50	100
BAPA	BA/PA 0203	Minor Elective-II (a)	Basics of Public Administration & Management	04	Minor Elective	3	50	50	100
BAPA	BA/PA 0223	Minor Elective-II	State & Districts Administration	04	Minor Elective	3	50	50	100
BA/BSC/BCOM/ENVSC	BA/BSC/01/02/03/ENVSC	Compulsory	Environmental Studies	03	Compulsory	1	50	50	100

3rd Semester

Sub. Code	Course Code	Course Type	Course Name	Credit(s)	Category Type	Category Code	Max. End Semester Examination (ESE) Marks	Max Continuous Comprehensive Assessment (CCA) Marks	Max Total (ESE+CCA) Marks
Public Administration									
BAPA	BA/PA 0305	Major Core Course-V	Administrative Thinkers -I	04	Major Core	2	50	50	100
BAPA	BA/PA 0306	Major Core Course -VI	Decentralization and Rural Local Self Government	04	Major Core	2	50	50	100
BAPA	BA/PA 0305	Minor Elective-III	Administrative Thinkers -I	04	Minor Elective	3	50	50	100
BAPA	BA/PA 0324	Minor Elective-III	Issues in Public Administration	04	Minor Elective	3	50	50	100
BA/BSC/BCOM/ENVSC	BA/BSC/01/02/03/ENVSC	Compulsory	Environmental Studies	03	Compulsory	1	50	50	100

4th Semester

Sub. Code	Course Code	Course Type	Course Name	Credit(s)	Category Type	Category Code	Max. End Semester Examination (ESE) Marks	Max Continuous Comprehensive Assessment (CCA) Marks	Max Total (ESE+CCA) Marks
Public Administration									
BAPA	BA/PA 0407	Major Core Course-VII	Administrative Thinkers -II	04	Major Core	2	50	50	100
BAPA	BA/PA 0408	Major Core Course-VIII	Urban Local Administration	04	Major Core	2	50	50	100
BAPA	BA/PA 0409	Major Core Course-IX	Administrative & Constitutional Law	04	Major Core	2	50	50	100
BAPA	BA/PA 0407	Minor Elective-IV	Administrative Thinkers -II	04	Minor Elective	3	50	50	100
BAPA	BA/PA 0425	Minor Elective-IV	Administrative System in India	04	Minor Elective	3	50	50	100
BAPA	BA/PA 0415	Additional Elective	Public personnel Administration	04	Additional Elective		50	50	100

5th Semester

Sub. Code	Course Code	Course Type	Course Name	Credit(s)	Category Type	Category Code	Max. End Semester Examination (ESE) Marks	Max Continuous Comprehensive Assessment (CCA) Marks	Max Total (ESE+CCA) Marks
Public Administration									
BAPA	BA/PA 0510	Major Core Course-X	Social Welfare Administration	04	Major Core	2	50	50	100
BAPA	BA/PA 0511	Major Core Course-XI	Financial Administration	04	Major Core	2	50	50	100
BAPA	BA/PA 0512	Major Core Course-XII	Development Administration	04	Major Core	2	50	50	100
BAPA	BA/PA 0511	Minor Elective-V	Financial Administration	04	Minor Elective	3	50	50	100
BAPA	BA/PA 0526	Minor Elective-V	Public Policy	04	Minor Elective	3	50	50	100
BAPA	BA/PA 0516	Additional Elective	Public Enterprises in India	04	Core Elective		50	50	100

6th Semester

Sub. Code	Course Code	Course Type	Course Name	Credit(s)	Category Type	Category Code	Max. End Semester Examination (ESE) Marks	Max Continuous Comprehensive Assessment (CCA) Marks	Max Total (ESE+CCA) Marks
Public Administration									
BAPA	BA/PA 0613	Major-Core-XIII	Human Resource Management	04	Major Core	2	50	50	100
BAPA	BA/PA 0614	Major Core-XIV	New Emerging Aspects of Pub. Administration	04	Major Core/Minor Elective	2	50	50	100
BAPA	BA/PA 0617	Additional Elective	Labour Welfare Administration	04	Additional Elective		50	50	100
BAPA	BA/PA 0618	Additional Elective	Organizational Behaviour	04	Additional Elective		50	50	100
BAPA	BA/PA 0619	Additional Elective	International Administration	04	Additional Elective		50	50	100
BAPA	BA/PA 0620	Additional Elective	Administration of Non-Govt. Organizations	04	Additional Elective		50	50	100
BAPA	BA/PA 0621	Additional Elective	Public Relation	04	Additional Elective		50	50	100
BAPA	BA/PA 0614	Minor Elective Course VI	New Emerging Aspects of Pub. Administration	04	Minor	3	50	50	100