

M. Phil Syllabus in Public Administration w.e.f. 2010-11 session
The M. Phil course will be one year duration divided into two semester caring total 300 marks.

Semester-I

Course No-I	Name of the Paper	Marks
1	(i) Advanced Public Administration	75
	(ii) Seminar	25
2.	(i) Advanced Research Methods	75
	(ii) Book Review	25

Note:

1. Theory Paper: For regular students each theory paper will be of 75 marks and duration of each paper will be 3 hours. In each theory paper 10 Questions are to be set and candidate has to attempt only 5 questions. All Questions will carry equal marks.
2. Two seminars and one book review will be valued by the Department teachers/staff council

Seminar-II

3. Dissertation 100

The division of 100 marks will be as given below:

(i)	Dissertation writing	75
(ii)	Dissertation viva-voce	25
	Total	100

M. PHIL 1st SEMESTER COURSE NO –I (I)

ADVANCE PUBLIC ADMINISTRATION

- 1 Sustainable Development: Definition, features, concept & Principles, Challenges to Sustainable Development. Concept of Inclusive Development.
- 2 Good Governance: Definition, elements, Indicators Characteristics, Reforms for good governance, Bureaucracy & good governance in Indian context. Globalization and good governance.
- 3 E-Governance and & E. Governance, E-governance initiative at centre and state level E-governance as a tool of good governance.
- 4 Administrative Culture: Definition, Characteristics & functions. Administrative Culture and Bureaucratic. Hazards in Administrative Culture.
- 5 Ethics in Public Administration: Ethical concerns in Public Administration, Role of Ethics in Administration, Challenging Corruption in Indian Public Services, Right to Information Act. 2005.
- 6 Administrative Reforms & Reorganization of Public Administrative in India. Second Administrative Reform Commission & its Recommendations.
- 7 Ethics in Public Administration: Ethical concerns in Public Administration, role of Ethics in Administration in Challenging Corruption in Indian Public Services, Right to Information Act. 2005
- 8 Administrative Reform & Reorganization of Public Administrative in India. Second Administrative Reform Commission & its Recommendations.
- 9 Disaster Management Prevention, Preparedness and Mitigation. Disaster Preparedness: Role and Responsibilities of Central, State, District and Local Administration in Disaster Management. Disaster Management Act. 2005.
- 10 New Public Administration-Characteristics, Elements, Goals of New Public Management, Public Choice Approach & New Taylorism, Impact of Globalization on Public Administration.

Bibliography:

1. Alka Dhameja: Contemporary Debates in Public Administration.
2. C.P. Bharwal & Kumkum Kishore: Public Administration in India Current Perspective, A.P.H. Publishing Corporation.
3. R.B. Jain: Globalization & good governance pressure for constructive reforms.
4. Indian Journal of Public Administration: Special Issue of IInd Administrative Reform Commission, IIPA, Nov. 2007.
5. S.L. Goel: Advanced Public Administration, Deep & Deep Publications Pvt. Ltd. New Delhi.
6. B.H. Jajoo: Nirnay, special issue on E-governance Sardar Patel Institute of Public Administration, Ahmedabad.

7. E-Governance Compendiums,2007 of Information Technology Govt. Of Madhya Pradesh.
8. M.P. Gupta, Prabhat K, Jaijit Bhattacharya: Government online, Tata Mc Graw Hill Publishing Company Limited, New Delhi, 2004.
9. E-Vayunandan, Dolly Mathew: Good Governance initiatives in India, Prentice Hall of India Pvt. Ltd. New Delhi, 2003.
10. S.L. Goel: Right to Information and Good Governance Deep & Deep Publication Pvt. Ltd. New Delhi, 2007
11. M. G. Ramakant Rao: Good Governance Modern Global and Regional perspective Kanishka Publishers & Distributors New Delhi, 2008
12. R.B. Jain: Public Administration in India, 21st Century Challenges for Good Governance, Deep & Deep Publications, New Delhi, 2001.
13. S.L.Goel: Encyclopedia of Disaster Management.
14. W.Nick Carter: Disaster Management-A Disaster Manager's Handbook.

Advanced Research Methods

Course No-II

- 1 Science, Assumption of Science and Scientific Methodology, Rationale of Scientific Research.
- 2 Meaning, Nature and Ethical concern in Social Science Research.
- 3 Research: Basic Elements of Research, Research Problem, Concept and objectives, Types of Research, Quantitative & Qualitative Research.
- 4 Research Design: Basic Research Design Applied Research Design and Evaluative Research Design.
- 5 Hypothesis formulation and Hypothesis testing.
- 6 Sampling and Sampling Design.
- 7 Methods of Data Collection (Observation, Interview, Questionnaire).
- 8 Data Processing, analysis and interpretation.
- 9 Report and Thesis Writing.
- 10 Survey of Research in Public Administration in India.

Selected Readings:

1. V.A. Pai Panandikar (Ed.): A Survey of Research in Public Administration 1980-90, Delhi, Konark Publishers Pvt. Ltd. 1997
2. Johan W. Creswell: Research Design Qualitative & Quantitative Approaches, London, Sage Publications, 1990.
3. Kuldeep Mathur (Ed.): Survey of Research in Public Administration 1970-79, New Delhi, Concept Publishers, 1986.
4. Kalpan Abraham: The Conduct of Enquiry Chandler, 1960.
5. Young PV: Scientific Social Survey and Research New York, Prentice Hall, 1960.
6. S. Eckhardt, K.V. and E Lrmann M. David: Social Research Methods, Random House, New York, 1997.
7. W.J. Goode and P.K. Hatte: Methods in Social Research, New York, Mc Graw Hill, Internal Edition, 1931.
8. B. N. Ghosh: Scientific Methods and Social Research New Delhi, Sterling Public Pvt. Ltd.
9. M.H. Gopal: An Introduction to Researcdh Procedure in Social Sciences, Asia Publishing House, Delhi, 1970.
10. Moser C.S: Survey Methods in in Social Investigation Heinemann, 1961.
11. Lokesh Kaul: Research Methodology of Educational Research, Vikas Publication, New Delhi, 2008.
12. Professor R.K.: Public Administration Reserch Survey & Trends Arun Publishers 2005, Chandigarh.

Semester-II Course No- III Dissertation

The Division of 100 marks will be as given below:

(i)	Dissertation Writing	75 marks
(ii)	Dissertation Viva-voce	25 marks
	Total	100 marks