

M.A. (FINAL) PUBLIC ADMINISTRATION

Paper V and VI are Compulsory and Paper VII, VIII & IX are Optional.

A. Compulsory Papers

Paper V - Indian Administration System

Paper VI - Economic Policy and Administration

B. Optional Papers (Paper VII & VIII)

Candidates will offer any two papers from one following groups -

Group A : (i) Social Administration

(ii) Development Administration

Group B : (i) Labour welfare Administration

(ii) Research Methodology.

Group C : (i) Rural Local Administration

(ii) Urban Local Administration

C. Optional paper IX

Candidates will offer any one paper from the following:

IX (A) Constitution and Administration

Or

(B) State Administration in India (Special reference to Rajasthan)

Or

(C) Dissertation

PAPER-V

INDIAN ADMINISTRATION SYSTEM

UNIT-I

1. Evolution of Indian Administration : Kautilya, Mughal Period, British Influence of Indian Administration.
2. Environment setting : Constitution, Parliamentary Democracy, federalism, Planning, Liberalization.

UNIT-II

1. Structure of Central Administration : Central secretariat, Cabinet Secretariat, Prime Minister's office. Organisation and Functioning of the Ministries of Finance.
2. Administration of Law and order : Role of central and state Agencies in Maintenance of Law and Order.

UNIT-III

1. State Administration : Governor, Chief Minister, State Secretariat, Chief Secretary, R.P.S.C..
2. District Administration : Role & importance of Collector, District Rural Development Agency, Special Development Programmes.

UNIT-IV

1. Local Administration : Panchayati Raj & Urban Local Administration; Features, Major forms & Problems, Autonomy of Local Bodies.

2. Important Agencies at National Level : Their roles & importance : UPSC, Indian Finance commission, comptroller & Auditor General.

UNIT - V

1. Issue Areas in Indian Administration :-
 - a. Generalist & Specialist in Administration
 - b. Peoples Participation in Administration
 - c. Administrative Discretion and Lokpal & Locayuktas.
 - d. Administrative Reforms.
2. Control over Indian Administration :
 - a. Parliamentary Control
 - b. Judicial Control
 - c. Executive Control
 - d. Popular Control

Books Recommended :

1. Ashok Chanda : Indian Administration
2. C. P. Bhambhari : Public Administration in India
3. S. R. Maheshwari : Indian Administration
4. Hosiar Singh & Mohinder Singh : Public Administration in India

5. A. Avasthi : Control Administration
6. S. R. Bhattacharya : Indian Administration
7. Avasthi & Avasthi : Indian Administration
8. D. D. Basu : Commentaries on the Constitutions of India
9. D. T. Singh : Problems of Public Administration in India
10. S. R. Maheshwari : The Administration Reforms Commission
11. Reports of Parliamentary Committees.

JOURNALS :

1. Indian Journal of Public Administration, New Delhi
2. Lok Prashashan, Bhopal (MP)
3. Administration, Mussoorie
4. Journal of the Constitutional & Parliamentary Studies, New Delhi
5. Administrative Change, Jaipur