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FOR
9. S. S. Khera : Management and Control in Public Enterprises
 10. बी. एल. माथुर : आर्थिक नीति एवं प्रशासन
 11. लक्ष्मी नारायण नाथूरामकी : राजस्थान की अर्थव्यवस्था
 12. टी. के. जैन एवं सुनील सक्सेना : लोक उद्योग
 13. ए. एन. अग्रवाल : भारतीय अर्थशास्त्र

PAPER – VII & VIII GROUP – A (i)

SOCIAL ADMINISTRATION

UNIT-I

1. Basis Concepts : Meaning, Nature, Scope, Principles and Significance of Social Administration. Social Administration – Social Welfare Administration. Social Security Administration and Distinction in their meaning.
2. Methods of Social Administration : Social Case Work, Social Group Work and Community Organisation.

UNIT-II

1. Organisational Framework for Social Welfare Administration : Social Administration at the Central Level, Ministry of Welfare : its composition and working, Central Social Welfare Board : its composition, Functions and Status, Commission for Schedule Caste and Schedule Tribes.
2. Organisational Framework at the State Level; State Department and Directorates of Social/ Tribal Women/Youth Welfare – A Critical Study of Secretariat and Directorate Level, Tribal Area Development Commission : their composition, power, functions and role, State Welfare advisory Board: Composition, powers, Functions and Legal Status.

UNIT-III

1. Social Policy : A study of relevant Constitutional Articles, Policy and Problem perspective for the welfare of SC/ST, women and children, social legislation in India : its inadequacies and suggestions.
2. Planning and Social Welfare : Social Development under various Five Year Plans, the problems of devetailine social development to economic development and their relationship with the state.

UNIT-IV

1. Personnel practice in the fields of Social Administration : Need for the creation of a special cadre of Social Administration personnel at the Central, State and Local and determination of their conditions of service.

UNIT-V

1. Organisational frame work for Social Welfare Administration at local levels : composition, functions and role of urban and rural local self-government institutions in Social Welfare Administration, the composition, functions and role of District Social Welfare Boards, District Vigilance and District Projects Implementation Committees.
2. Role, Significance and Problems of Social Welfare Voluntary Agencies in India, Problems of Social Administration in India.

Books Recommended :

1. March, Devid C. : An Introduction to Social Administration, Routlege and Kegan Paul, London, 1965
2. Titmus, R.D. : Central Social Welfare Board, Asia Publishing House, New Delhi.
3. Titmus, R. D. : Essay of Welfare State Allen and Unwin, London
4. Jaganadam, V. : Social Welfare State Organisation, 11 P. A.
5. Khinduka, S.K. : Social Work in India Kitab Mahal, Allahabad
6. Jacob, K.K. : Methods and Fields of Social Work
7. G. B. Sharma : Social Administration
8. S. N. Dubey : Administration for Backward Classes
9. Wadra, A. R. : History and Philosophy of Social Work in India, Allied Publishers.
10. Friendiander : Introduction to Social Welfare, Prentice Hall, New York
11. मिश्र, दयाकृष्ण : सामाजिक प्रशासन, कॉलेज बुक डिपो, जयपुर

PAPER VII & VIII GROUP A (ii)

DEVELOPMENT ADMINISTRATION

UNIT-I

1. Concept of Development : Meaning, Nature and Scope of Development Administration, Concept of Development Administration, Development & Non Development Dichotomy.
2. Development Administration : Its main features, models of Development Administration, Administration of Development and Developing Countries.

UNIT-II

1. Administration of Development : Role of Administration in Development, Concept & Components of Administrative Development.
2. Bureaucracy and Development Administration : Bureaucratic power and its place in development administration, the changing role of bureaucracy and its problems. Bureaucracy as a tool of change and development.

UNIT-III

1. Ecology of Development Administration : Ecological Control of Development Administration, Interaction of the administrative system with the political, social cultural and economic systems.

2. Development Administration and Political Process. The Politics of development administration, the goals and task of developing nations and socio-political elements in developmental process.

UNIT-IV

1. Planning and Development Administration: Project and Plan formulation, Plan implementation and evaluation, Role of Bureaucracy in Plan Formulation and its implementation.

UNIT-V

1. Development Administration - Some Perspectives:
 - a. The role of voluntary agencies in Development Administration
 - b. Problems of Development Administration
 - c. Challenges of Development Administration
 - d. Role of Generalists and Specialists.
 - e. Popular control over administration.

Books Recommended :

1. Edward Weidner : Development Administration (Ed)
2. John D. : Approaches to Development Montgomery