

SEMESTER - III

POL - 201

✓ PUBLIC ADMINISTRATION

Credit - 4

Course Objectives:

To introduce public administration as a discipline and its changing contours by studying different concepts, principles, dimensions, and theories, ranging from classical to neo-classical and contemporary.

Learning Outcomes:

It will enable students to understand an overview of the discipline, the basic concepts, dimensions, perspectives, and approaches to Public Administration and familiarise themselves with contemporary interpretations for a deeper understanding of the subject.

- Unit I:** Public Administration as a Discipline:
Meaning, Scope, Evolution, Significance, Public and Private Administration;
Differences between Government Governance.
- Unit II:** Principles and Concepts of Organization:
Hierarchy, Coordination, Unity of Command, Span of Control, Delegation,
Line, Staff and Auxiliary Agencies.
- Unit III:** Theoretical Perspectives:
Scientific Management (F.W. Taylor), Human Relations Theory (Elton Mayo), Rational Decision-Making (Herbert Simon), Ecological Approach (Fred Riggs)
- Unit IV:** Major Approaches in Public Administration:
Development Administration, New Public Administration, New Public Management and New Public Service.

Suggested Readings:

- A. Leftwich, 'Governance in the State and the Politics of Development', in Development and Change. Vol. 25, 1994
- A. Singh, Public Administration: Roots and Wings. New Delhi: Galgotia Publishing Company, 2002
- B. Chakrabarty and M. Bhattacharya, (eds.) The Governance Discourse. New Delhi: Oxford University Press, 1998
- _____, Public Administration: A Reader, New Delhi, Oxford University Press, 2003
- _____, Restructuring Public Administration: A New Look, New Delhi: Jawahar Publishers, 2012
- _____, Public Administration: Issues and Perspectives, New Delhi: Jawahar Publishers, 2012
- A. Miner, 'Elton Mayo and Hawthorne', in Organisational Behaviour: Historical Origins and the Future. New York: M.E. Sharpe, 2006

Eva Poluha, Mona Rosendahl., Contesting 'Good' Governance: Cross-cultural Perspectives on Representation, Routledge, 2002.

Fredrickson and Smith, 'Decision Theory', in The Public Administration Theory Primer. Cambridge: Westview Press, 2003

F. Riggs, Administration in Developing Countries: The Theory of Prismatic Society. Boston: Houghton Mifflin, 1964

F. Riggs, The Ecology of Public Administration, Part 3, New Delhi: Asia Publishing House, 1961

Goel, S.L., Advanced Public Administration, Deep & Deep Publications, 2003

J. Rosenau, 'Governance, Order, and Change in World Politics', in J. Rosenau, and E. Czempiel (eds.) Governance without Government: Order and Change in World Politics, Cambridge: Cambridge University Press, 1992

J. Shafritz, and A. Hyde, (eds.) Classics of Public Administration, 5th Edition. Belmont: Wadsworth, 2004

Lloyd G. Nigro., Modern Public Administration, Harper & Row Publishers, 1989

Maheshwari S.R., Issues and Concepts in Public Administration, New Delhi, Allied Publishers, 1991.

Nicholas Henry, Public Administration and Public Affairs, 12th edition. New Jersey: Pearson, 2013

P. Dunleavy and C. Hood, "From Old Public Administration to New Public Management", Public Money and Management, Vol. XIV No-3, 1994

R.B. Denhart & J.V. Denhart "The New Public Service: Serving Rather Than Steering", in Public Administration Review, Volume 60, No. 6, November-December 2000

Tom Christensen, Per Lægreid., New Public Management: The Transformation of Ideas and Practice, Ashgate, the University of Michigan, 2001.