

BABASAHEB
BHIMRAO
AMBEDKAR
UNIVERSITY



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प्रज्ञा शील करुणा
ESTABLISHED 1996

बाबासाहेब भीमराव अम्बेडकर विश्वविद्यालय

केन्द्रीय विश्वविद्यालय

विद्याविहार, रायबरेलीरोड, लखनऊ-226025

BABASAHEB BHIMRAO AMBEDKAR UNIVERSITY

(A Central University)

VidyaVihar, Rae Bareli Road, Lucknow-226025

Letter No. 2775/PS/R BBAU/21
Date: 24/03/2021

Department of Political Science

Notice

Department of Political Science offers Open Elective Course titled “**Theories and Principles of Public Administration (PS-204)**” under the Choice Base Credit System (CBCS). This course can be opted by postgraduate students of the University. Other details are available on the notice board of the Department of Political Science. Interested students must give an application to the Head, Department of Political Science on dpsbbau2012@yahoo.co.in. Application must be forwarded by the Head of the Parent department; otherwise the application will not be accepted. The student must submit their application latest by **1st April, 2021**.

Students' Advisor:

Dr. Siddhartha Mukerji, Assistant Professor, Department of Political Science

Course Code	Course Title	Maximum Weightage			Credit
		Class Presentation I	Mid Term Examination II	End Semester Examination	
(PS-204)	Theories and Principles of Public Administration	10	20	70	4

Head

Department of Political Science

Copy to:

1. A.R. to VC, Office for kind information of the Hon'ble Vice Chancellor, BBAU, Lucknow.
2. Dean (Academic), BBAU, Lucknow.
3. All Deans with a request to give it a wide publicity among the stakeholders of all Departments under their School.
4. Registrar, BBAU, Lucknow.
5. COE, BBAU, Lucknow.
6. Notice Board, DPS
7. I/C University Website for its uploading on University Website.

Head

Department of Political Science
राजनीति विज्ञान विभाग
बीबीएयू, लखनऊ
Head
Deptt. of Political Science
B.B.A.U., Lucknow

Course Title: Theories and Principles of Public Administration
(CBCS/Open Elective)
Course Code- PS-204
Contact/Teaching Hours: 40-48 lectures (10-12 lectures per unit)
Credits: 4 credits
Semester: Second
Lectures: 09:30 am- 10:30 am (Monday to Thursday)
Course Teacher: Dr. Siddhartha Mukerji
E.mail: butku9@gmail.com

Credits: 04

Course Objectives: The primary objective of the course is to familiarize the students with the principles, approaches and emerging theoretical trends in the field of public administration. The course is designed in such a manner that the students are introduced to different theoretical and technical dimensions of public administration. Its utility lies in providing a direction to undertake research in the emerging areas of public administration, public policy and governance issues. The course is a good learning exercise for pursuing administrative and management professions.

Course Content

Unit 1- Introduction to Public Administration

- Meaning, Scope and Significance of Public Administration
- Evolution of Public Administration
- Public Administration under Globalization

Readings:

1. Raymond Cox and Susan Buck (2009), *Public Administration in Theory and Practise*, Pearson Education, chapters 1,2 and 3
2. Nigro and Nigro (1983), *Readings in Public Administration*
3. Sephen P. Osborne, Kate Mc Lauglin and Evan Ferlie (2005), ed., *New Public Management: Current Trends and Future Prospects*, Routledge: London and New York
4. Waldo, Dwight (1971), *Public Administration in a Time of Turbulence*, Chandelor Publishing Company
5. White, L.D (2002), *Introduction to the Study of Public Administration*, New Delhi: Atlantic Publishers and Distributors

Unit 2- Classical Theories

- Henry Fayol
- Luther Gullick and Lyndall Urwick

- Fredrick Taylor
- Max Weber

Readings:

1. R.K. Sapru (2009), *Administrative Theories and Management Thought*, New Delhi: PHI Learning Pvt Ltd; chapters on the given thinkers
2. Gullick, L and Urwick, "Papers on the Science of Administration", *The Academy of Management Journal*, vol.13, no.4, December 1971, pp.361-371
3. Taylor, F.W. (1911), *Principles of Scientific Management*, New York: W.W. Norton and Co.
4. Henry Fayol (1949), *General and Industrial Management*, London, Pitman

Unit 3- Behavioural Theories and Administrative Ecology

- Elton Mayo
- Herbert Simon
- Chester Bernard
- F.W. Riggs

Readings:

1. R.K. Sapru (2009), *Administrative Theories and Management Thought*, New Delhi: PHI Learning Pvt Ltd; chapters on the given thinkers
2. Chester Bernard (1938), *Functions of the Executive*, M.A: Harvard University Press
3. Herbert Simon (1997 latest edition), *Administrative Behavior*, New York: Free Press
4. F.W Riggs (latest edition), *The Ecology of Public Administration*, Asia Publishing House

Unit 4- Principles of Public Administration

- Hierarchy
- Span of Control
- Unity of Command
- Coordination and Delegation

Readings:

1. Avasthi and S.R. Maheshwari (latest edition), *Public Administration*, Jaipur: Laxmi Narayan Agarwal Books
2. Henry Fayol (1949), *General and Industrial Management*, London, Pitman (On 14 principles of organization)

Essential Readings:

- Raymond Cox and Susan Buck (2009), *Public Administration in Theory and Practise*, Pearson Education, chapters 1,2 and 3

- Bidyut Chakrabarty and Mohit Bhattacharya (2003), *Public Administration: A Reader*, New Delhi: Oxford University Press; introductory chapter
- Alka Dhameja's, ed., *Contemporary Debates in Public Administration*, New Delhi: PHI Learning Pvt Ltd; chapters 1, 11, 19 and 20
- R.K. Sapru (2009), *Administrative Theories and Management Thought*, New Delhi: PHI Learning Pvt Ltd; chapters 1, 2, 3, 37 and 40
- Gullick, L and Urwick, "Papers on the Science of Administration", *The Academy of Management Journal*, vol.13, no.4, December 1971, pp.361-371
- Nigro and Nigro (1983), *Readings in Public Administration*
- Stephen P. Osborne, Kate Mc Laughlin and Evan Ferlie (2005), ed., *New Public Management: Current Trends and Future Prospects*, Routledge: London and New York
- Taylor, F.W. (1911), *Principles of Scientific Management*, New York: W.W. Norton and Co.
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- White, L.D (2002), *Introduction to the Study of Public Administration*, New Delhi: Atlantic Publishers and Distributors

Course Outcome: After completing this course, the students will have a clear understanding of traditional and emerging theories and principles of public administration. This would also acquaint them with changing management practices in the light of expanding public works and the need for greater collaboration with non-state agencies.

Mode of Evaluation:

Class Presentation: 10% weightage

Mid-Semester Examination: 20% weightage

End-Semester Examination: 70% weightage