

## Shri Vaishnav Vidyapeeth Vishwavidyalaya, Indore

### B.A. Pass Course Public Administration

SUBJECT CODE	Category	SUBJECT NAME	TEACHING & EVALUATION SCHEME								
			THEORY			PRACTICAL		Th	T	P	CREDITS
			END SEM University Exam	Two Term Exam	Teachers Assessment*	END SEM University Exam	Teachers Assessment*				
<b>BAHNPUBA D401</b>	SOC. SC., ARTS & HUM	Development Administration	60	20	20	0	0	5	0	0	5

Legends: L - Lecture; T - Tutorial/Teacher Guided Student Activity; P – Practical; C - Credit; Q/A – Quiz/Assignment/Attendance, MST Mid Sem Test.

#### Course Educational Objectives (CEOs): The students will be able to:

- Understand the meaning of the concept of developmental administration
- To evaluate the nature and purpose of developmental administration
- Understand the various facets and elements of developmental administration

#### Course Outcomes (COs): The students should be able to:

- Understand the meaning of the concept of developmental model
- Understand how the concept of developmental stage is being theorised by policy makers
- Know of the relevance of the contemporary development and its discourse of its developmental and administration purpose and state

### COURSE CONTENTS:

#### UNIT I

Growth of Development Administration, Evolution, Scope and Significance, Development Administration: Concept and Meaning

**Shri Vaishnav Vidyapeeth Vishwavidyalaya, Indore**  
**B.A. . Pass Course Public Administration**

**UNIT II**

Development Strategy and Planning Goals of Development, Role of Planning, Mixed Economy Model and its Rationale and Significance India's Socio-economic Profile at Independence

**UNIT III**

Planning Process Grass Roots Planning, District Planning, Planning Commission and National Development Council State Planning Machinery

**UNIT IV.**

Enhancing Bureaucratic Capability, Bureaucrats and Politicians and their Relationship, Neutral vs Committed Bureaucracy, Social Background of Indian Bureaucracy, Role of Bureaucracy, Colonial Heritage of Indian Bureaucracy

**UNIT V**

Specialized Agencies for Development, Co-operatives and Development, Role of Voluntary Agencies, Problems and Prospects of Panchayati Raj, Emerging Patterns of Panchayati Raj, Concept of Democratic Decentralisation, Evolution and Role of Panchayati Raj

**Suggested Readings:**

- Mohit Bhattacharya, Social Theory and Development Administration, Jawahar Publishers
- Ratnakar Gaikwad, Initiatives in Development Administration, Yashwantrao Chavan Academy of Development Administration
- R.K. Sapru, Development Administration, Sterling

COURSE CODE	CATEGOR Y	COURSE NAME	L	T	P	CREDITS	TEACHING & EVALUATION SCHEME				
							THEORY		PRACTICAL		
							END SEM University Exam	Two Term Exam	Teachers Assessment*	END SEM University Exam	Teachers Assessment*
<b>BBAI 404</b>	<b>SOC.SC ARTS &amp;HUM</b>	<b>Introduction to Organizational Behavior</b>	5	0	0	5	60	20	20	0	0

**Legends:** L - Lecture; T - Tutorial/Teacher Guided Student Activity; P – Practical; C - Credit;

\***Teacher Assessment** shall be based following components: Quiz/Assignment/ Project/Participation in Class, given that no component shall exceed more than 10 marks.

### Course Objectives:

1. Get acquainted with the fundamental concepts of the subject...
2. Content Analysis coding and Categorizing themes and ideas...
3. To evaluate overall Validity and reliability...

### Course Outcomes:

1. Conclude and generalize to the real world
2. Draw Conclusions in the best Possible ways...
3. Solve various Planning and operational problems

### Syllabus:

#### UNIT-I : Introduction to Organizational Behavior

1. Definition, contribution Disciplines to the OB field levels of OB
2. Models of organizational Behavior
3. Challenges and opportunities for OB

#### Unit-II Determinants of Individual behavior

1. Personality – concept determinants major personality attributes influencing OB
2. perception.- factors affecting Perception, attribution Theory errors in perceptions
3. learning – concept theories – classical learning operant learning and social learning

### **Unit-III Motivation**

1. Motivation concept and process
2. Theories of Motivation need hierarchy theory two factor theory victor broom theory application of motivational theories

### **Unit-IV Leadership**

1. Leadership Meaning and styles
2. Leadership theories trait theory behavioral theories – managerial grid situational theories – fiedler’s model and hersey – Blanchard model application of leadership theories.

### **Unit-V Group behavior and conflict Management**

1. Groups and Team concept classification life cycle of a team
2. Conflict meaning level sources approaches of conflict resolution.

### **Reference Books:**

- Stephen’s R judge , T and sanghi, S (2011 )  
Organizational Behavior
- Pearson Education India latest edition.
- New storm J (2007) Positive organizational behavior sage publications, 12<sup>th</sup> edition
- Hitt, Millar , colella (2006)
- Organizational behavior a strategic approach john Wiley and sons, latest edition
- Dwivedi r .s (2001)
- Human Relations and organizational behavior. A global perspective. Macmillan, latest edition
- Greenberg J and baron R (2008)
- Behavior in organizations. Pearson prentice hall, latest edition.

**Shri Vaishnav Vidyapeeth Vishwavidyalaya, Indore**  
**B.A. Honors Public Administration**

SUBJECT CODE	CATEGORY	SUBJECT NAME	TEACHING & EVALUATION SCHEME								
			THEORY			PRACTICAL		Th	T	P	CREDITS
			END SEM University Exam	Two Term Exam	Teachers Assessment*	END SEM University Exam	Teachers Assessment*				
BAHNPUBAD 403	SOC. SC., ARTS & HUM	Public policy analysis	60	20	20	-		5	-	-	5

**Legends:** L - Lecture; T - Tutorial/Teacher Guided Student Activity; P – Practical; C - Credit;

\*Teacher’s Assessment shall be based on following components: Quiz/Assignment/ Project/Participation in Class, given that no component shall exceed more than 10 marks.

**Course Educational Objectives (CEOs): The students will be able to:**

- Appreciate the distributional aspects of policies (who benefits/who pays)
- Develop explicit decision making criteria
- Seek an understanding between balancing political and technical factors
- Appreciate the range of stakeholders interests
- To develop a viable option having gone through the policy process and cycle.

**Course Outcomes (COs): The students should be able to:**

- Gain an understanding of the factors that influence the direction of government action
- Gain an understanding of the “tools” available to address policy problems
- Assimilate an understanding of the effects of government action
- Interpret the understanding of the various constituencies that influence how policy is made, and the theoretical underpinnings of real life policy choice.

**COURSE CONTENT :**

Unit 1:

Public policy making, process: agenda, policy formulation, adoption, institutions and actors, tools, and technologies of policy making.

Unit 2:

Implementation and evaluation, modes of policy delivery and implementers, institutions and actors, conditions for successful implementation.

Unit 3:

Global policy process, role of trans-national actors, impact of globalization on policy- making

Unit4:

Policy analysis, types of policy analysis a. Empirical, evaluative or normative policy analysis b. Retrospective/prospective policy analysis c. Predictive/prescriptive descriptive policy analysis

Unit5:

Methods and techniques in policy analysis, ethics in policy analysis, process of policy analysis.