



**Shri Vaishnav Vidyapeeth Vishwavidyalaya, Indore**  
**Shri Vaishnav Institute of Social Sciences and Humanities and Arts**  
**Choice Based Credit system (CBCS) in Light of NEP-2020**  
**B.A. Honors Public Administration**  
(Batch 2021-24)

COURSE CODE	CATEGORY	COURSE NAME	TEACHING & EVALUATION SCHEME								
			THEORY			PRACTICAL		L	T	P	CREDITS
			END SEM University	Two Term Exam	Teachers Assessment#	END SEM University Exam	Teachers Assessment#				
<b>BAHNPUBAD301</b>	<b>Core Course</b>	<b>Social and Economic Administration</b>	60	20	20	-	-	3	0	0	3

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

- (CEO1): To understand basic concept of social statistics
- (CEO2): To learn about changes in the economy through social statistics
- (CEO3) To gain knowledge about the social indicators of an economy
- (CEO4): To learn how socio-economic situation of a place can be represented through statistics.

**Course Educational Outcomes (CEO)s:**

- (CEO 1): To have a clear knowledge about the basic concepts of social statistics
- (CEO 2): To understand changes in the economy through social statistics
- (CEO 3): To be able to identify a given economy based on its social indicators
- (CEO 4): To represent socio-economic situation of a place through social statistics

**COURSE CONTENTS:**

**UNIT I**

- Introduction to economic and social statics: Definitions of statistics.
- Goals of statistics. Consumers of statistical information.
- Role of statistics in social sciences research.
- Flows of statistical Terms.
- Statistical data collection methods: core advantages and disadvantages.
- Data quality criteria. International statistical standards.

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## UNIT II

- Household Wellbeing: Household wealth in a country's national accounts.
- Micro-Level measures of household material Wellbeing: Household assets, Assets index, Income, Consumption expenditure.
- Subjective Measures of Household material Wellbeing

## UNIT III

- Education: Individual and aggregate measures of education (Level of education, content of education, Learning outcomes and quality of education).
- International Standard Classification of Education.
- Lifelong Learning and on the job training.
- Educational System (enrollment and completion, funding, teachers & learning environment).

## UNIT IV

- Health, Poverty and inequality and labor market: Calculation of employment rate, unemployment rate and participation rate.
- Goals and importance of health observation.
- International Classification of Functioning, disability, and Health.
- Public Level indicators of health: Health status indicators.
- Risk factors indicators, service coverage indicators, health systems indicators.

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**UNIT V**

- Economic development: Gross Domestic Product: concept, methods, Problems of application. GDP Structure.
- Monetary alternatives to GDP. Multi- Dimensional measures of Development. Multi-dimensional measures vs GDP, better life Index, Correspondence with GDP per Capita.

**SUGGESTED READING :**

- A B Atkinson, Social Justice, and Public Policy (1982) previews
- C Quigley The Evolution of Civilizations: An Introduction to Historical Analysis (1961) 2<sup>nd</sup> Editon
- F A Hayek, Law, Legislation and Liberty(1973) vol II, chapter 3
- G Kitching, seeking social justice through globalization: Escaping a Nationalist Perspective (2003)
- Gad Barzilai, Communities and Law: Politics and Cultures of legal Identities (University of Michigan Press) analysis of justice for ruling communities.
- J Franklin (ed), Life to the Full: Rights and Social Justice in Australia (cornier Court 2007)
- P Corning, The fair Society: The Science of Human Nature and the pursuit of justice ( Chicago UP 2011)
- R Faden and M Powers , Social Justice the moral foundations of public health and health Policy (OUP 2006)
- M TN Carver, Essay in Social Justice (1915) chapter Links

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<b>BAHNPUBAD302</b>	<b>Core Course</b>	<b>Administrative Law</b>	60	20	20	-	-	3	0	0	3

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**Course Educational Objectives (CEO)s:**

- To understand the difference between Constitutional Law and Administrative Law
- To learn the principles of Administrative Law and Natural Justice
- To gain Knowledge about the Administrative Adjudication and Discretion
- To understand Judicial control on Administrative Discretion

**Course Educational Outcomes (CEO)s:**

- To identify the difference between Constitutional Law and Administrative Law
- To gain knowledge about Administrative Law and Natural Justice
- To describe the Concepts of Administrative Adjudication and Discretion
- To analyze methods of Judicial control on Administrative discretion

**COURSE CONTENTS:**

**UNIT I:**

Definition, Nature, Scope and Significance of Administrative law, Relationship between Constitutional law and Administrative Law, Administrative Action – Meaning classification and need to control.

**UNIT II**

Delegated legislation – Meaning of Delegated legislation and its Growth, Rules and Principles of Administrative Rule Making/ Delegated Legislation Excessive Delegation, permissible and non-permissible Delegated Legislation.

**UNIT III**

Administrative Adjudication: Administrative adjudication – Meaning Needs and Reasons for its growth, problems of Administrative Adjudication, Mechanism for Administrative Adjudication- Quasi Judicial bodies, Tribunals; Meaning, Difference between Tribunals and Courts, its types – Statutory and Domestic Tribunals.

**UNIT IV**

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Administrative Directions and Administrative Discretion

Meaning, Nature and Need for Administrative Direction, Directions and Rules, Enforceability of Administrative Directions, Meaning and Significance of Administrative Discretion, Judicial Control of Administrative Discretion, Grounds of Control

#### UNIT V

Principles of Natural Justice ;Concept, Evolution and Importance, Principles of Natural Justice- Rules against Bias and Rule of fair Hearing , Exceptions to Natural justice, Violations of Natural justice, Application of Natural Justice In India.

#### Suggested Reading:

- Griffith and Street: Principles of Administrative Law 2013
- H.W.R Wade and C.F Forsyth : Administrative Law 2016
- M C Jain Kagzi : The Indian Administrative Law 2013
- MC Jain Kagzi and Jackson: Administrative Law 2016
- S P Sathe: Administrative Law.2018

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<b>BAHNPUBAD303 E1</b>	<b>DS</b>	<b>Public Enterprises</b>	60	20	20	-	-	3	0	0	3

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**Course Educational Objectives (CEOs):**

- (CEO 1): To understand the concept and importance of public enterprises
- (CEO 2): To learn about the functions of public enterprises
- (CEO 3): To understand public enterprises working in different sectors of the country
- (CEO 4): To learn about management of public enterprises

**Course Educational Outcomes (COs):**

- (CEO 1): Explain the concept and importance of Public Enterprises
- (CEO 2): Analyze the functions of Public Enterprises
- (CEO 3): Gain knowledge about public enterprises working in different sectors of the country
- (CEO 4): Understand the nature of different public enterprises and difference in their managements

**COURSE CONTENT:**

**UNIT I**

Meaning of Public Enterprises, Importance, its objective, Reason for growth of Public Enterprises in India, Public Enterprises in India, A Historical perspective

**UNIT II**

Role of Public Sector and Industrial Policy Resolutions, Drawbacks of the Public Enterprises, Managerial Autonomy and Accountability

**UNIT III**

Production Sector: Agriculture activities, Mining and Quarrying, Electricity, Basic Material, Chemicals and Pharmaceuticals, Fertilizers and Pesticides, Petroleum, and its Product

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#### **UNIT IV**

Prominent Roles of Public Enterprises in India, Performance of Public Enterprises in India, Motions Regarding Committee on Public Undertakings, Public Sector: Reforms and Competitiveness

#### **UNIT V**

Management of Public Enterprises at Middle and Lower Levels, Financial Management, Personnel Management- Recruitment and Training

#### **Suggested Readings:**

- Lakshmi Narayan, “Public Enterprise Management and Privatization”, S.Chand Publications,(2014), 6<sup>th</sup> Edition
- Govind Bhatarjee, “ Pubic Sector Enterprises in India”, Sage Publications (2020)
- R.K.Mishra & B.Navin, “ Restructuring Public Enterprises in India”, Mittal Publications (2002)
- S.M.Dewan, “ Corporate Governance in Public Enterprises”, Pearson Longman publications (2006)

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