

**MA Public Administration
One Year Programme
Entrance Syllabus-2026**

Unit 1: INTRODUCTION TO PUBLIC ADMINISTRATION

1. Understanding Public Administration
2. New Public Management
3. Principles of Organization (POSDCORB Model)
4. Conceptual Understanding of Hierarchy, Span of Control and Unity of Command
5. Public versus Private Administration: Comparison

Unit 2: ADMINISTRATIVE THINKERS

1. Woodrow Wilson: Administration-Politics Dichotomy
2. F.W. Taylor: Scientific Management Theory
3. Henry Fayol: Classical Organizational Theory
4. Max Weber: Bureaucratic Theory
5. Elton Mayo: Human Relations School

Unit 3: DEVELOPMENT ADMINISTRATION

1. Meaning, Nature and Scope of development Administration
2. Characteristics of Administration in Developing and Developed Countries
3. People's Participation in Administration
4. Bureaucracy and Development Administration
5. Public Administration as Administration for Development

Unit 4: COMPARATIVE PUBLIC ADMINISTRATION

1. Comparative Public Administration: Nature and Scope
2. Fred Riggs: Ecological Approach
3. Comparative study of Administrative Systems in US and UK
4. Citizen Grievance Redressal Mechanism in US, UK and India
5. Governance issues of Developing Countries : (a) Corruption (b) Red-Tapism

UNIT 5: INSTITUTIONS OF GOVERNANCE IN INDIA

1. Niti Ayog
2. Inter State Council
3. District Development Board
4. Central Social Welfare Board (CSWB)
5. State Social Welfare Board (SSWB)

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UNIT 6: GOVERNANCE AND PUBLIC POLICY

1. Governance: Concepts and Theories
2. Democratic Governance: Issues and Challenges
3. Constitutional Safeguards for Weaker section and implementation thereof
4. Judicial Governance: Role of Judiciary in Good Governance
5. Citizen Administration Interface: Challenges

UNIT 7: MODERN ADMINISTRATIVE SYSTEMS (USA, UK, INDIA)

1. US Constitution features
2. US Executive: President
3. Rule of Law and Constitutionalism in UK
4. British Civil Service
5. Indian Civil Service

UNIT 8: PANCHAYATI RAJ IN INDIA

1. Historical Evolution of Panchayati Raj Institutions
2. 73RD Amendment Act of 1992.
3. Role of Panchayati Raj Institutions in Independent India
4. Financial Management and Resource Mobility in PRI
5. Panchayati Raj Institutions: Innovations and Best Practices in Kerala and Rajasthan.

UNIT 9: COMPARATIVE PUBLIC ADMINISTRATION: GLOBAL PERSPECTIVE

1. Evolution of Comparative Public Administration.
2. Public Administration Systems; Bureaucratic, Meritocratic, Patrimonial.
3. Governance Models: Federal Unitary, Confederal and Decentralized Systems.
4. Development Administration Model: F.W.Riggs and Edward Weidner.
5. Structural Functional model by Talcott Parsons.

UNIT 10: URBAN GOVERNANCE AND SMART CITIES.

1. Evolution of Urban Governance.
2. 74th Amendment Act of 1992.
3. Components of a Smart City (Technology, Infrastructure, Services)
4. Benefits and Challenges of Smart Cities.
5. Green Technology in Smart Cities.

Sanjay Singh
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UNIT 11: SOCIAL WELFARE ADMINISTRATION.

1. Understanding Social Welfare: Concept and Importance.
2. Historical Perspective of Social Welfare Administration.
3. The Role of Government and Non-Governmental Organizations in Social Welfare.
5. Access to Social Welfare: Challenges and Solutions.

UNIT 12: POLICY PERSPECTIVE AND SOCIAL WELFARE IN INDIA.

1. Concept of Millennium Development Goals (MDGs)
2. Concept of Sustainable Development Goals (SDGs)
3. Social Welfare Program: NATIONAL HEALTH MISSION, AYUSHMAN BHARAT.
4. Social Welfare Program: MAHATMA GANDHI NATIONAL RURAL EMPLOYMENT GUARANTEE ACT
5. Social Welfare Program: NATIONAL FOOD SECURITY ACT.

UNIT 13: PUBLIC FINANCE AND BUDGETING

1. Public Finance- Meaning, Scope and Significance
2. Budget – Meaning and Principles
3. Line-Item Budget, Performance Budget, Zero-Based Budget
4. Finance Commission: Organization and Functions
5. Comptroller and Auditor General of India (CAG)

UNIT 14- E-GOVERNANCE AND DEVELOPING SOCIETIES

1. Definition and Scope of E-Governance
2. Pillars and Key Components of E-Governance (E- Administration, E-services, E- Democracy)
3. E-Governance model: Governance to Employee (G2E)
4. Privacy Concerns in Digital Governance
5. Anti- Corruption measures and Digital Tracking

UNIT 15: ETHICS IN ADMINISTRATION

1. Principles of Ethics- Nolan
2. Neutrality
3. Anonymity
4. Integrity
5. Role of Family in Shaping Ethics

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