

**SRR & CVR GOVERNMENT
DEGREE COLLEGE (A)
VIJAYAWADA**

BOARD OF STUDIES



**DEPARTMENT OF PUBLIC ADMINISTRATION
2017-2018**

SRR & CVR GOVERNMENT DEGREE COLLEGE (AUTONOMOUS)

Vijayawada 520004

DEPT. OF PUBLIC ADMINISTRATION

Minutes of the meeting of the Board of Studies in the subject of Public administration.

The meeting of the Board of Studies in the subject of Public Administration was held on 18 April 2017 in Room No104 , SRR & CVR Govt. Degree College, (Autonomous), Vijayawada 520004.

The following members attended the meeting:

1.M. Padmanabham (In-charge of the Department & Chairman, BoS)

2.Prof. E.A. Narayana,

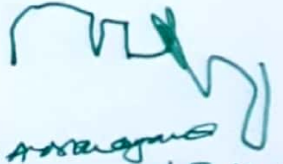
Dept. of Political Science & Public Administration, Andhra University, Visakhapatnam.(University Nominee)

3.Dr. D.S.V.S.BalaSubrahmanyam

Lecturer in Public Administration, RRDS G.D.C, Bhimavaram.,(Subject Expert)

4.Dr. P. Hariprasad,

Lecturer in Political Science & Public Administration, G.D.C, MenCadapa(A) (Subject Expert)


M. Padmanabham
18.4.17





Agenda

Item 1: Approval of syllabus for Semester I and II for the academic year 2017-18

Item 2: Approval of Question paper blue print and model paper

Item 3: Approval of list of paper setters and examiners

Item 4: Any other item with the approval of the chair.

The Chairperson, Board of Studies welcomed the members and initiated discussion on the syllabus for I and II semesters. He apprised the members of Board of Studies and the guidelines of the UGC and the CCE regarding the framing of syllabus, and the recommended evaluation ratio for internal and external examinations. The members discussed in detail the various aspects presented before them and unanimously resolved the following:

Resolutions:

list of 4 items

1. Resolved to adopt the present University CBCS syllabus for semester I and II with the suggested modifications.

2. Resolved to approve the division of marks for internal and external examination I.E 40 Marks for internal and 60 Marks for external along with the suggested blue print and model paper.

3. Resolved to approve the list of paper setters and examiners submitted by the department.

4. Resolved to approve the division of internal marks e.i...

a) 15 Marks for project work & seminar

b) 15 Marks for internal examinations,

c) 10 Marks for overall assessment

Signature of the members of the Board of Studies:

Position

1 Chairperson

2 University Nominee

3 External Expert

4 External Expert

Name

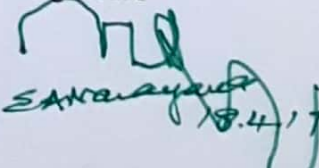

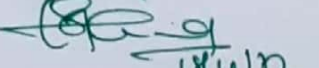
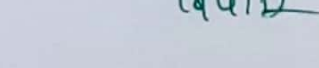
M. padmanabham

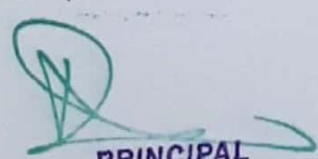
PROF. E. A. NARAYANA

Dr. D. S. S. S. S. S.

Dr. P. Hari prasad

Signature


PRINCIPAL
SRR & CVR GOVT. DEGREE COLLEGE
(Autonomous)
Machavaram, VIJAYAWADA - 520 004.

SRR & CVR GOVERNMENT DEGREE COLLEGE (AUTONOMOUS)

Vijayawada 520004

SYLABUS

FIRST YEAR - SEMESTER -I

PAPER: THEORIES OF PUBLIC ADMINISTRATION

UNIT - I: Introduction

1. Meaning, Nature, Scope and importance of Public Administration
2. Evolution and State of Public Administration

UNIT - II :

3. Public Administration and its Relationship with other Social Sciences: With special reference to

Political Science, Economics, Sociology and Psychology.

4. Politics & Administration Dichotomy- F.J. Goodnow and Woodrow Wilson

UNIT-III: Theories and Approaches

5. Classical Approaches :Henry Fayol, Gullick and Urwick

6. Scientific Management Approach: F.W. Taylor

UNIT-IV

7. Bureaucratic Approach: Max Weber and Karl Marx

8. Human Relations Approach: Elton Mayo

9. Behavioural Approach: Herbert A. Simon

UNIT-V

10. Socio - Psychological Approach: Hierarchy of Needs: Abraham

Maslow; Theory X and Theory Y: Douglas Mc Gregor

11. Ecological Approach: F.W. Riggs

Reference Books:

1. Prabhutva Palana Sastram: Bhavanalu, Siddhantalu (Tel), Telugu Akademi
2. D. Ravindra Prasad and Y. Pardhasaradhi (eds.), Public Administration: Concepts, Theories and Principles (Eng), Telugu Akademi, Hyd, 2011.
3. R.K. Sapru, Administrative Theories and Management Thought (Third Edition), PHI, New Delhi, 2014.
4. Avasthi, Amareswar and Maheswari Sri Ram: Public Administration (30th Edition), Lakshminarayan Aggarwal, Agra, 2010
5. Rumki Basu, Public Administration: Concepts and Theories, (5th revised ed), Sterling Publishers, New Delhi, 2004

Board of Studies



Chairman BOS



University Nominee

S. Anurag
18.4.17

Subject experts

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SRR & CVR GOVT. DEGREE COLLEGE (autonomous)
VIJAYAWADA - 520004

BLUE PRINT FOR QUESTION PAPER SETTERS

Time: 3hrs.

Marks: 60

Unit no	No. of essay questions 8 marks	No. of short essay questions 4 marks	Total no. of questions with choice	Total marks allotted to the units
Unit - I	2	2	4	24
Unit - II	2	2	4	24
Unit - III	2	2	4	24
Unit - IV	2	2	4	24
Unit - V	2	2	4	24
Total no. of questions with choice				20
Total no. of marks with choice				120

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SATYANARAYAN
18.7.17

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SRR & CVR GOVERNMENT DEGREE COLLEGE (AUTONOMOUS)
VIJYAWADA 520004

MODEL QUESTION PAPER
1st BA PUBLIC ADMINISTRATION
1st SEMESTER
THEORIES OF PUBLIC ADMINISTRATIONS

Time : 3hrs

Max Marks : 60

SECTION - A

Answer any Five questions.

(5x4=20 M)

ఎవైనా ఐదు ప్రశ్నలకు సమాధానాలు వ్రాయండి.

- 1) Scope of Public Administrations.
ప్రభుత్వ పాలనా పరిధి.
- 2) Emergence of Public Administration as a Seperate Discipline.
ప్రభుత్వ పాలనా ఒక ప్రత్యేక అధ్యయన అంశముగా రూపొందుట.
- 3) Relationship of Public Administration with Sociology.
ప్రభుత్వ పాలనా సమాజ శాస్త్రాల మధ్య గల సంబంధం.
- 4) POSDCORB
పోస్ట్ కాంట్.
- 5) Scienetific Management.
శాస్త్రీయ నిర్వాహణ.
- 6) Hawthorne Experiments.
హాథోర్న్ ప్రయోగాలు.
- 7) Decision Making Theory.
నిర్ణయికరణ సిద్ధాంతం.
- 8) Hierarchy of Needs.
అవసరాల క్రమానుగత శ్రేణి.
- 9) Era of Challenge.
సవాళ్ళ యుగం.
- 10) F.J Goodnow.
ఎఫ్. జి గుడ్నోవ్.

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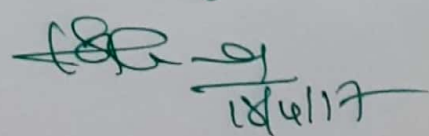
SECTION - B

Answer All questions.

(5x8=40 M)

అన్ని ప్రశ్నలకు సమాధానములు వ్రాయండి.

- 11) a) Define the Public Administration and Explain its Scope.
ప్రభుత్వ పాలనను నిర్వచించి దాని పరిధిని వివరింపుము.
(or)
b) Explain the Stages in the Evolution of Public Administration.
ప్రభుత్వ పాలనా శాస్త్ర పరిణామంలోని వివిధ దశలను వివరింపుము.
- 12) a) Explain the Relationship of Public Administration with Political Science and Economics.
ప్రభుత్వ పాలనా శాస్త్రానికి రాజనీతి మరియు అర్థ శాస్త్రాలతో గల సంబంధమును వివరింపుము.
(or)
b) Discuss the Woodrow Wilson's Politics & Administration Dichotomy.
ఉద్రావిల్సన్ పాలన రాజకీయాల ద్వితీయ భావనను చర్చించుము.
- 13) a) Explain the principles of Classical Theory Profounded by Luther Gullick and Lyndal Urwick.
లూథర్ గల్లిక్ మరియు లిండల్ ఉర్విక్ ప్రతిపాదించిన సాంప్రదాయక సిద్ధాంత ముఖ్య సూత్రాలను వివరింపుము.
(or)
b) Explain the Main Principles of Scientific Management Theory of F.W Taylor.
F.W టేలర్ ప్రతిపాదించిన శాస్త్రీయ నిర్వాహణ సిద్ధాంతములోని ముఖ్య సూత్రాలను వివరించండి.
- 14) a) Explain the Karl Max's views on Bureaucracy.
ఉద్యోగి స్వామ్యం పై కార్ల్ మార్క్స్ అభిప్రాయాలను వివరింపుము.
(or)
b) Explain the Salient Features of Decision making theory of Herbert Simon.
హెర్బర్ట్ సైమన్ ప్రతిపాదించిన నిర్ణయకరణ సిద్ధాంతములోని ముఖ్య అంశాలను వివరింపుము.
- 15) a) Explain the Theory - X and Theory - Y profounded by Douglas Mc Gregor.
డగ్లస్ మెక్గ్రెగర్ ప్రతిపాదించిన X మరియు Y సిద్ధాంతాలను వివరింపుము.
(or)
b) Explain the Ecological approach of F.W.Riggs.
F.W రిగ్స్ ప్రతిపాదించిన పరిసరాల దృక్పథమును వివరింపుము.

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2. SANMAYAN 18.4.17
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4.  18/4/17

SRR & CVR GOVERNMENT DEGREE COLLEGE (AUTONOMOUS)

Vijayawada 520004

SYLABUS

SEMESTER-II- PRINCIPLES OF PUBLIC ADMINISTRATION

UNIT-I: Concepts and Principles of Public Administration

1. Administrative Planning
2. Leadership and Supervision

UNIT-II: Emerging trends

3. Communication and Public Relations: Meaning and Importance
4. New Public Administration: Minnow brook Perspectives I, II&III

UNIT-III

5. Public Administration and Public Policy, Decision Making
6. New Public Management

UNIT - IV

7. Governance
8. Public Administration in the context of Globalization, Privatization and Liberalization

UNIT-V

9. Post Modern Public Administration
10. Administrative Accountability-legislative, Executive, Judicial and Popular Control
11. Chief Executive- Role and Functions

Reference Books:

1. PrabhutvaPalanaSastram: Bhavanalu, Siddhantalu(Tel), Telugu Akademi
2. Principles of Public Administration, Telugu Akademi, Hyderabad.
3. D.Ravindra Prasad and Y. Pardhasaradhi (eds.,) Public Administration: Concepts, Theories and Principles(Eng), Telugu Akademi, Hyd, 2011.
4. Avasthi and Maheswari, Public Administration,(30th Edition), Lakshmi Narayan Agarwal, Agra - 2010.
5. Rumki Basu, Public Administration: Concepts and Theories,(5th Revised ed), Sterling Publishers, New Delhi, 2004

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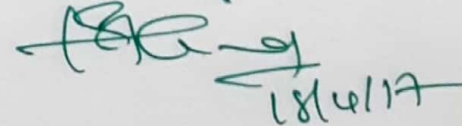
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SARASWATI
18/4/17

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SRR & CVR GOVT. DEGREE COLLEGE (autonomous)
VIJAYAWADA - 520004

BLUE PRINT FOR QUESTION PAPER SETTERS

Time: 3hrs.

Marks: 60

Unit no	No. of essay questions 8 marks	No. of short essay questions 4 marks	Total no. of questions with choice	Total marks allotted to the units
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Unit - II	2	2	4	24
Unit - III	2	2	4	24
Unit - IV	2	2	4	24
Unit - V	2	2	4	24
Total no. of questions with choice				20
Total no. of marks with choice				120

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SANDEEPA
18.4.17

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18/4/17

SRR & CVR GOVERNMENT DEGREE COLLEGE (AUTONOMOUS)
VIJYAWADA 520004

MODEL QUESTION PAPER
1st BA PUBLIC ADMINISTRATION
2nd SEMESTER
PRINCIPLES OF PUBLIC ADMINISTRATIONS

Time : 3hrs

Max Marks : 60

SECTION - A


Answer any Five questions.

(5x4=20 M)

ఏవైనా ఐదు ప్రశ్నలకు సమాధానాలు వ్రాయండి.

- 1) Administrative Planning.
పాలనా ప్రణాళిక.
- 2) Importance of Communication in Public Administration.
ప్రభుత్వ పాలనలో ప్రసారాల ప్రాధాన్యత.
- 3) New Public Administration.
నూతన ప్రభుత్వ పాలన.
- 4) Public Policy.
ప్రభుత్వ విధానము.
- 5) Governance.
పాలన.
- 6) Impact of Privatisation on Public Administration.
ప్రభుత్వ పాలన పై ప్రయివేటీకరణ ప్రాధాన్యత.
- 7) Role of Public Relations in Public Administration.
ప్రభుత్వ పాలనలో ప్రజాసంబంధాల పాత్ర.
- 8) Role of Chief Executive in an Organisation.
ఒక వ్యవస్థలో ప్రధాన కార్యనిర్వహకుని పాత్ర.
- 9) Post Modern Public Administration.
ఆధునికానంతర ప్రభుత్వపాలన.
- 10) Leadership.
న్యాయకత్వం.

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SECTION - B

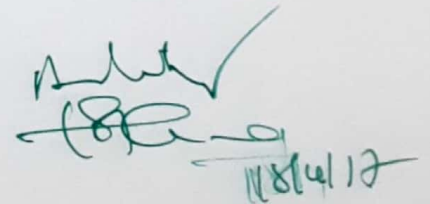
Answer All questions.

(5x8=40 M)

అన్ని ప్రశ్నలకు సమాధానములు వ్రాయండి.

- 11) a) Explain the importance of Administrative Planning in an Organisation.
ఒక వ్యవస్థలో పాలనా ప్రణాళిక ప్రాధాన్యతను వివరింపుము.
(or)
b) What is meant by Leadership and Discuss various types of Leadership.
నాయకత్వము అనగానేమి? వివిధ నాయకత్వ రకాలను గూర్చి చర్చింపుము.
- 12) a) Explain the importance of Public Administration in the Context of Globalisation, Privatisation and Liberalisation.
ప్రపంచీకరణ ప్రయివేటీకరణ మరియు సరళీకరణల నేపథ్యములో ప్రభుత్వ పాలనా ప్రాధాన్యతను వివరింపుము.
(or)
b) Trace out the development of Minnow Brook Perspectives Stages I and II.
మిన్నోబ్రూక్ దృక్పథాల I మరియు II లలోని అభివృద్ధిని వివరింపుము.
- 13) a) Explain the role of Decision Making in Public Administration.
ప్రభుత్వ పాలనలో నిర్ణయీకరణ పాత్రను వివరింపుము.
(or)
b) Discuss the Salient Features of New Public Administration.
నూతన ప్రభుత్వ పాలన ప్రధాన లక్షణాలను చర్చించండి.
- 14) a) State the reasons for growing importance of Governance.
పాలనా ప్రాముఖ్యత పెరుగుదలకు గల కారణాలను తెలుపుము.
(or)
b) Explain the impact of Liberalisation on Public Administration.
ప్రభుత్వ పాలన పై సరళీకరణ ప్రభావమును వివరింపుము.
- 15) a) What is meant by Popular Control and Explain Various Methods.
ప్రజా నియంత్రణ అనగా నేమి? వివిధ ప్రజా నియంత్రణ పద్ధతులను వివరింపుము.
(or)
b) Discuss the Concept of Administrative Accountability.
పాలనా జవాబుదారి భావనను చర్చించుము.

SAKSHI
18.4.17



SRR & CVR GOVERNMENT DEGREE COLLEGE (AUTONOMOUS)
VIJAYAWADA - 520004
DEPARTMENT OF PUBLIC ADMINISTRATION

LIST OF PAPER SETTERS AND EXAMINERS FOR THE YEAR 2017-18

- 1) **Sri M.S. Rama Seshu**
Lecturer in Public Administration,
KRK Degree College, Addanki, Prakasam District.
- 2) **Dr. D.S.V.S. Bala Subrahmanyam**
Lecturer in Public Administration,
RRDS GDC, Bhimavaram, W.G District.
- 3) **Kumari V. Mallika**
Lecturer in Public Administration,
Government City College (A), Begampet, Hyderabad.
- 4) **Dr. J.D. Saraswathi**
Lecturer in Public Administration,
Government City College (A), Begampet, Hyderabad.
- 5) **Dr. P. Hari Prasad**
Lecturer in Public Administration,
Government Degree College for Men (A), Kadapa.

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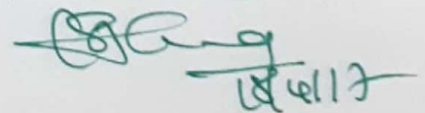
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E. Anand
18.4.17

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