

UNDERGRADUATE PROGRAMME IN POLITICAL SCIENCE

				Semester:	5	Paper No:	13
Paper Title:	PUBLIC ADMINISTRATION: THEORY AND PRACTICE						

Maximum Marks: 100

Total Lectures and Student Presentations: 60

Course objective: The course provides an introduction to the discipline of public administration. The emphasis is on administrative theory, including non-western developing country perspectives. An understanding of the classical theories of administration is provided. The course also explores some of the recent trends, including feminism and ecological conservation and how the call for greater democratization is restructuring public administration. The course will also attempt to provide the students some practical hands-on understanding on contemporary administrative developments.

I. Public administration as a discipline (10 lectures and presentations)

- a. Meaning, scope and significance of the discipline (4 Lectures), public and private administration (2 Lectures).
- b. Evolution of Public Administration as a discipline(4 Lectures)

II. Administrative theories (24 lectures and presentations)

- a. Ideal-type bureaucracy (Max Weber)
- b. Scientific management (F.W.Taylor)
- c. Human relations theory (Elton Mayo)
- d. Rational decision-making (Herbert Simon)
- e. Ecological approach (Fred Riggs)
- f. Guided Bureaucracy (Karl Marx)

III. Public policy (11 lectures and presentations)

- a. Concept, relevance and approaches (4 Lectures).
- b. Formulation, implementation and evaluation (7 Lectures).

IV. Contemporary developments (15 lectures and presentations)

- a. Development administration
- b. New public administration
- c. New public management
- d. Good governance
- e. Feminist perspectives

I. Public Administration as a discipline

a. Meaning, scope and significance of the subject.

Essential Readings:

D. Rosenbloom, R. Kravchuk. and R. Clerkin, (2009) *Public Administration: Understanding Management, Politics and Law in Public Sector*, 7th edition, New Delhi: McGraw Hill, pp. 1-40

B. Chakrabarty, and P. Chand, (2012) *Public Administration in a Globalizing World: Theories and Practices*, New Delhi: Sage Publications, pp.1-10

Additional Reading:

W. Wilson, (2004) 'The Study of Administration', in B. Chakrabarty and M. Bhattacharya (eds), *Administrative Change and Innovation: a Reader*, New Delhi: Oxford University Press, pp. 85-101

b. Public and Private administration.

Essential Readings:

B. Chakrabarty, and P. Chand, (2012) *Public Administration in a Globalizing World: Theories and Practices*, New Delhi: Sage Publications, pp.5-8.

M. Bhattacharya, (2008) *New Horizons of Public Administration*, 5th Revised Edition. New Delhi: Jawahar Publishers, pp. 37-44.

Additional Reading:

G. Alhson, (1997) 'Public and Private Management', in Shafritz, J. and Hyde, A. (eds.) *Classics of Public Administration*, 4th Edition. Forth Worth: Hartcourt Brace, TX, pp. 510-529.

c. Evolution of Public Administration

Essential Readings:

B. Chakrabarty, and P. Chand, (2012) *Public Administration in a Globalizing World: Theories and Practices*, New Delhi: Sage Publications, pp.5-8.

N. Henry, (2013) *Public Administration and Public Affairs*, 12th edition. New Jersey: Pearson, pp. 36-49.

Additional Reading:

M. Bhattacharya, (2012) *Restructuring Public Administration: A New Look*, New Delhi: Jawahar Publishers, pp.64-77.

II. Administrative theories

a. Ideal-type bureaucracy.

Essential Readings:

M. Bhattacharya, (2011) *New Horizons of Public Administration*, New Delhi: Jawahar Publishers, pp. 68-89

P. Mouzelis, (2003) 'The Ideal Type of Bureaucracy' in B. Chakrabarty, And M. Bhattacharya, (eds), 2003, *Public Administration: A Reader*, New Delhi: Oxford University Press.

Additional Reading:

M. Weber, (1946) 'Bureaucracy', in C. Mills, and H. Gerth, *From Max Weber: Essays in Sociology*. Oxford: Oxford University Press, pp.196-244.

b. Scientific Management

Essential Readings:

D. Gvishiani, (1972) *Organisation and Management*, Moscow: Progress Publishers, pp. 174-205.

B. Chakrabarty, and P. Chand, (2012) *Public Administration in a Globalizing World: Theories and Practices*, New Delhi: Sage Publications, pp.53-59.

Additional Reading:

F. Taylor, (2004) 'Scientific Management', in J. Shafritz, and A. Hyde, (eds.) *Classics of Public Administration*, 5th Edition. Belmont: Wadsworth, pp. 43-45.

c. Human Relations Theory

Essential Readings:

D. Gvishiani, (1972) *Organisation and Management*, Moscow: Progress Publishers, pp. 215-249

B. Chakrabarty, and P. Chand, (2012) *Public Administration in a Globalizing World: Theories and Practices*, New Delhi: Sage Publications, pp. 68-78

Additional Reading:

B. Miner, (2006) 'Elton Mayo and Hawthorne', in *Organisational Behaviour 3: Historical Origins and the Future*. New York: M.E. Sharpe, pp. 59-69.

d. Rational-decision making

Essential Readings:

S. Maheshwari, (2009), *Administrative Thinkers*, New Delhi: Macmillan, pp. 222-241.

B Chakrabarty and P. Chand, (2012) *Public Administration in a Globalizing World: Theories and Practices*, New Delhi: Sage Publications, pp. 82-86

Additional Reading:

Fredrickson and Smith, (2003), 'Decision Theory', in *The Public Administration Theory Primer*. Cambridge: Westview Press, pp. 161-183.

e. Ecological approach

Essential Readings:

R. Arora, (2003), 'Riggs' Administrative Ecology' in B. Chakrabarty and M. Bhattacharya (eds), *Public Administration: A reader*, New Delhi, Oxford University Press, pp.101-132.

A. Singh, (2002) *Public Administration: Roots and Wings*. New Delhi: Galgotia Publishing Company, pp. 41-56.

Additional Reading:

F. Riggs, (1964) *Administration in Developing Countries: The Theory of Prismatic Society*. Boston: Houghton Mifflin, pp. 3-95.

f. Guided Bureaucracy

Essential Readings:

O. Dwiwedi, W. Graf, and J. Nef, (2003) 'Marxist Contribution to the Theory of the Administrative State' in B. Chakrabarty, and M. Bhattacharya, (eds), *Public Administration: A Reader*, New Delhi: Oxford University Press, pp. 133-154

S. Maheshwari, *Administrative Thinkers*, New Delhi: Macmillan, pp. 245-50

Additional Reading:

K. Marx, (1843) *Critique of Hegel's Philosophy of Right* (part3. The Executive-bureaucracy), pp. 287-297, Available at www.marxist.org/archive/marx/works/1843/critique-hpr/ch03.html, Accessed: 18.04.2013.

III. Public Policy

a. Concept, relevance and approaches

Essential Readings:

T. Dye, (1984) *Understanding Public Policy*, 5th Edition. U.S.A: Prentice Hall, pp. 1-44.

B. Chakrabarty and P. Chand, (2012) *Public Administration in a Globalizing World: Theories and Practices*, New Delhi: Sage Publications, pp.181-217

Additional Reading:

J. Anderson, (1975) *Public Policy Making*. New York: Thomas Nelson and sons Ltd.

b. Formulation, implementation and evaluation

Essential Readings:

M. Howlett, M. Ramesh, and A. Perl, (2009), *Studying Public Policy: policy cycles and policy subsystems*, 3rd edition, Oxford: Oxford University Press, pp. 121-141

T. Dye, (2002) *Understanding Public Policy*, New Delhi: Pearson, pp. 32-50,

Additional Reading:

Y. Dror, (1989) *Public Policy Making Reexamined*. Oxford: Transaction Publication, pp. 3-24; 73-128; 129-216.

IV. Contemporary Developments

a. Development administration

Essential Readings:

M. Bhattacharya, (2006) 'Chapter 2 and 4', in *Social Theory, Development Administration and Development Ethics*, New Delhi: Jawahar Publishers.

B. Chakrabarty and P. Chand, (2012) *Public Administration in a Globalizing World: Theories and Practices*, New Delhi: Sage Publications, pp.218-249.

Additional Reading:

F. Riggs, (1961) *The Ecology of Public Administration, Part 3*, New Delhi: Asia Publishing House.

b. New Public Administration

Essential Reading:

M. Bhattacharya, (2012), *Public Administration: Issues and Perspectives*, New Delhi: Jawahar Publishers, pp. 154-166.

Additional Reading:

H. Frederickson, (2004) 'Toward a New Public Administration', in J. Shafritz, & A. Hyde, (eds.) *Classics of Public Administration*, 5th Edition, Belmont: Wadsworth, pp.315 - 327.

c. New Public Management

Essential Readings:

U. Medury, (2010) *Public administration in the Globalization Era*, New Delhi: Orient Black Swan, pp. 49-83.

A. Gray, and B. Jenkins, (1997) 'From Public Administration to Public Management' in E. Otenyo and N. Lind, (eds.) *Comparative Public Administration: The Essential Readings*, 1st Edition. Netherlands: Oxford University Press, pp. 543-572.

Additional Reading:

C. Hood, (2004) 'A Public Management for All Seasons', in J. Shafritz, & A. Hyde, (eds.) *Classics of Public Administration*, 5th Edition, Belmont: Wadsworth, pp. 503-516.

d. Good Governance

Essential Readings:

M. Bhattacharya, (1998) 'Contextualizing Governance and Development' in B. Chakrabarty and M. Bhattacharya, (eds.) *The Governance Discourse*. New Delhi: Oxford University Press, pp. 79-102

B. Chakrabarty, (2007) *Reinventing Public Administration: The India Experience*. New Delhi: Orient Longman, pp. 68-106.

U. Medury, (2010) *Public administration in the Globalisation Era*, New Delhi: Orient Black Swan, pp.181-235

Additional Reading:

A. Leftwich, (1994) 'Governance in the State and the Politics of Development', in *Development and Change*. Vol. 25, pp. 363-386.

e. Feminist perspectives

Essential Readings:

M. Bhattacharya, (2012), *Public Administration: Issues and Perspectives*, New Delhi: Jawahar Publishers, pp. 167-195.

B. Chakrabarty and P. Chand (2012) *Public Administration in a Globalizing World: Theories and Practices*, New Delhi: Sage Publications, pp.151-166

Additional Reading:

C. Stivers, (1993) 'Gender Dilemmas and the Quest for legitimacy in Public Administration', in *Gender Images in Public Administration: Legitimacy and the Administrative State*. Newbury Park: Sage Publications, pp. 1-10.