

Course Code	Course Name	Credits
26PL106	INDIAN ADMINISTRATION	4

Course Objectives

- To understand the nature and significance of public policy and administration in India.
- To examine decentralization, financial management, social welfare, and citizen–administration relations.
- To analyse the structure and functioning of central, state, and district administration in India.
- To evaluate administrative challenges such as corruption, disaster management, and centre–state relations.

Learning Outcomes

After the completion of the course, the graduate will be able to understand

- Analyze and apply the genesis of the Indian Administration which is being followed up till today, since the time of the British rule as a British creation.
- Recall the structure, functioning and role of the Centre and the State Administration, the District Administration.
- Demonstrate and explain the Issues relating with corruption, administrative relation between the Centre and the State.
- Evaluate the relevance and the role played by the CAG in combating corruption, the institutions of the Lok pal and the Lokayuktas.
- Compare and contrast the administrative issues in disaster management and also the issues in the Centre-state administrative relations.

Unit I: Introducing Indian Administration (10 hrs)

British legacies over Indian administration; Constitutional basis of Indian administration (pre-independent Acts/ reforms, Indian Independence Act, 1947)

Unit II: Central Administration (13 hrs)

Organization, structure and roles of central administration: Parliament, President, Prime Ministers and Council of Ministers; Central Secretariat and Cabinet Secretariat: organization, roles and functions

Unit III: State Administration (13 hrs)

Organization and structure of state administration: Governor, Chief Minister and Council of Ministers; State Secretariat and Directorate: organization and functions

Unit IV: District Administration (13 hrs)

District administration: features, powers and functions; District Collector: appointment, functions and positions; District Planning Committee: composition, functions and significance

Unit V: Issues in Indian Administration (11 hrs)

Corruption: role of CAG; Administrative issues in disaster management; Issues in Centre-state administrative relation

Essential Readings:

1. Ramesh k. Arora & Rajni Goyal, *Indian Public Administration: Institutions and Issues* (2nd Revised Edition), New Age International Publications, New Delhi, 1995.
2. Avasthi and Avasthi, *Indian Administration* (16th Edition), Lakshmi Narain Agarwal, Agra-2010-11.
3. Bhattacharya Mohit, *New Horizons of Public Administration*, Jawahar Publishers, New Delhi, 2007.
4. Hoshiar Singh & Pankaj Singh, *Indian Administration*, Pearson Education India, 2011.
5. Disaster Management Act, 2005
6. Siuli Sarkar, *Public Administration in India*, PHI, New Delhi, 2010.
7. Reports of the Second Administrative Reforms Commission
8. Surendra Munshi and Biju Paul Abraham [eds.] *Good Governance, Democratic Societies and Globalisation*, Sage Publishers, 2004
9. Basu Rumki (2015) *Public Administration in India Mandates, Performance and Future*
10. Pradeep Chaturvedi [ed.], *Women and Food Security: Role of Panchayats*, Concept Publishers, 1997

COs and Bloom's Taxonomy Level (BTL) Mapping-26PL106		
Course Outcomes	On completing U.G. program in Political Science the students will be able to	BTL
CO1	Understand facts, basic concepts and the principles of the legacies of British on the administrative structure in Administration, and its effect on the Indian administration.	K1, K2
CO2	Come to know the structure of administration in the centre at the political and administrative level within the structures of administration in the cabinet and secretariat level.	K3
CO3	Draw a with the administration in connection and relationship between the centre and the state.	K4
CO4	Justify a stand or evaluate on the outcomes and impact on the administrative structure in the district level.	K5
CO5	Form a coherent or functional whole to generate new ideas and strategies on corruption, administrative relations among various the levels of government.	K6

BTL K1 and K2 – Remembering and Understanding, K3- Applying, K4 – Analyse, K5- Evaluate and K6-Create

Relationship Matrix-26PL106													
Course Outcomes	Programme Outcomes (POs)						Programme Specific Outcomes (PSOs)						Mean Score of COs
	PO1	PO2	PO3	PO4	PO5	PO6	PSO1	PSO2	PSO3	PSO4	PSO5	PSO6	
CO1	2	2	2	1	1	2	1	2	2	2	1	1	1.6
CO2	3	3	3	1	3	2	2	3	3	2	3	2	2.5
CO3	3	3	3	2	2	2	2	3	3	3	3	2	2.6
CO4	3	3	3	2	2	2	2	3	3	3	3	2	2.6
CO5	3	3	3	2	2	2	2	3	3	3	3	2	2.6
												Total	2.38

Mean Score: 3- High, 2- Medium/Moderate, 1-Low