M.Phil-Ph.D Coursework Syllabus

Department of Public Policy and Public Administration
Central University of Jammu, Jammu

RESEARCH PROGRAMME COURSE WORK : SEMESTER I

Course Code	Course Title	Type of Course	Credits	Teaching Hours and Library Work	Total
IMPPA 101	Research Methodology and Computer Applications	CC	5	45	100
IMPPA 102	Public Administration: Theoretical Perspectives	CC	5	45	100
IMPPA 103	Public Policy: Theoretical Perspectives	CC	5	45	100
IMPPA 104	Public Systems Governance	CC	5	45	100
	Total		20	180	400
	TOTAL	-	20	125	500

M.Phil-Ph.D Coursework Syllabus

In order to earn M. Phil Degree, students shall have to accumulate a total 40 credits as under:
i. Course Work   =   20 Credits
ii. Examination   =   100 Marks
iii. Duration of Examination=   Three Hours
iv. Total Contact Hours=   45 per paper

v. Dissertation   =   20 Credits

Requirements:
Students are expected to attend all lectures in order to be able to fully benefit from the course. A minimum of 75% attendance is a must failing which a student may not be permitted to appear in examinations. The status of attendance of every student for different course papers shall be notified month-wise and students have to ensure to attend academic work for the minimum required working days. Every student must also have participated in at least three seminars/group discussion sessions.

A candidate who earns not less than 'C' grade (as per the grading system on a seven point scale adopted by the Central University of Jammu) in each prescribed course of first semester shall be deemed to have successfully completed the first semester of Integrated M.Phil – Ph.D. programme.

2nd Semester

The scholar shall remain involved in the Dissertation (Field Survey) work throughout the semester 2nd for different phases of their research work. The research work shall carry 400 marks out of which 100 marks shall be reserved for viva-voce examination. The distribution of marks of the research work shall be as under

> **Dissertation   : 300 marks**
> **Viva-voce   : 100 marks**

Dissertation work

> ➢ Each student will be required to select a research topic approved by the M. Phil Committee and write a Dissertation. The selection of research problem will be on the basis of review of related researches, discussion with the peers and the guide. The research problem must be presented with adequate description and justification before the whole group and the staff, and discussed. Students will be required to select their research topic in the beginning of the second semester.

> ➢ After approval, the scholar shall develop a synopsis highlighting the assumptions, the objectives, the rationale, the procedures and the methodology of data collection and analysis procedures of analysis of data etc. Every activity concerning to the Dissertation work shall be completed through presentation in the seminar and the feedback by the committee members.

> ➢ The synopsis will be discussed in the whole group and will be refined based on the feedback given by the committee.

> ➢ A student shall submit his/her Dissertation within the stipulated period.

> ➢ Prior to submission of the Dissertation, the student shall make a pre-submission presentation in the Department that will be open to all faculty members and research scholars, for getting feedback and comments which may be suitably incorporated in the Dissertation under the advice of the supervisor.

IMPPPA – 101: RESEARCH METHODOLOGY AND COMPUTER APPLICATIONS

Credits: 05   **Max Marks:100**
Total Lecture Hours: 45   **Exam Duration: 3 Hours**

Course Objective
Research is not confined to science and technology only. Research is an active, diligent and systematic process of inquiry in order to discover, interpret or revise facts, events, behaviours and theories. Applying the outcome of research for the refinement of knowledge in other subjects, or in enhancing the quality of human life also becomes a kind of research and development. Research is done with the help of study, experiment, observation, analysis, comparison and reasoning. Research is in fact ubiquitous. Computers are extremely useful for the processing of large quantities of data and reducing data to more manageable and easily understood forms.

Unit-I: Scientific Approach to Research   (9 Hours)
a) Concept and Objectives of Research
b) Research in Social Sciences with special reference to Public Administration and Public   Policy
c) Objectives and limitations of Social Science Research
d) Formulation and Statement of Research Problem
e) Objectives and Key questions Formulation of Hypothesis

UNIT – II: Research Design   (9 Hours)
a) Identification of Research Problem
b) Hypothesis and Procedure of Hypothesis testing and Estimation
c) Preparation of Research Design
d) Sampling: Concept and Types

UNIT - III: Methods of Data Collection   (9 Hours)
a) Methods of Data Collection Primary Sources
b) Observation; Questionnaire and Interview
c) Secondary sources of Data Collection - Use of Library and Internet
d) Techniques, Case Study, Sources of Secondary and Tertiary Data in India

Unit-IV: Analysis of Data and use of Computers   (9 Hours)
a) Data Processing: Editing, Coding and Tabulation
b) Measures of Central Tendency: Mean, Median and Mode
c) Standard Deviation, Chi - square test and T Test
d) Indexing, Factor Analyses and Scaling Techniques, Correlation and Regression analysis
e) Using SPSS for Data analysis

Unit-IV: Report Writing   (9 Hours)
 a) Writing of Research Reports, Qualities of a good Research Report
b) Stages in drafting of a Research Report
c) Layout of the Report & Bibliography and References

Select References:
Brent Edward E., Jr. Ronal E. Anderson(1990), Computer Applications in the Social Sciences, McGraw-Hill.
Bryman, Alan (2004), Social Research Methods. Delhi: Oxford University Press.
Chawla Deepak and Neena Sondhi (2011), Research Methodology- Concepts and Cases, Vikas Publishing, New Delhi.
Creswell John W.(2009), Research Design: Qualitative, Quantitative and Mixed Methods: Approaches, Sage, London.
Garson G. David(1999), IT and Computer Applications in Public Administration, Idea Group Inc.
Gerber Eller (2013), Public Administration Research Methods- Tools for Evaluation and Evidence based practices, Routledge, New York.
Goode William J. and Paul K. Hatt (2006), Methods in Social Research, McGraw Hill Book Company, USA.
Gupta S.P. (2011), Statistical Methods, Sultan Chand and Sons, New Delhi.
Kothari, C.R. and Gaurav Garg (2014), Research Methodology- Methods and Techniques, New Age, New Delhi.
White Jay (Eds.)(1994), Research in Public Administration: Reflection on Theory and Practice, Sage London.
Young Pauline V. (2007), Scientific Social Surveys and Research India, Asia Publishing House.

IMPPPA 102:   PUBLIC ADMINISTRATION: THEORETICAL PERSPECTIVES

Credits: 05   **Max Marks:100**
Total Lecture Hours: 45   **Exam Duration: 3 Hours**

Course Objective
Public Administration in theoretical perspective has been specifically crafted to give new life to public administration theory and practice by helping students view the discipline through a variety of perspectives. Designed for the capstone course in research program, as well as a fresh approach for courses in PA theory and organizational theory, this unique course provides a culminating experience--bringing together what has been learned in previous courses without simply rehashing old content. It offers a comprehensive guide to major approaches to PA, and synthesizes them to deepen the understanding of the discipline.

Unit I: Introduction   (9 Hours)
   a) Paradigms of Public Administration
   b) State and Evolution of Public Administration and present status
   c) Globalization and Public Administration
   d) Post-Modern Public Administration

Unit II: Approaches   (9 Hours)
   a) Classical Approach
   b) Bureaucratic Approach
   c) Human Relations and Behavioural Approach
   d) Ecological Approach

Unit III: Modern Approaches   (9 Hours)
   a) Public Choice Approach
   b) New Public Management Approach
   c) Minnowbrook – I,II & III
   d) Critical Theory

Unit IV: Emerging Trends   (9 Hours)
   a) New Public Service
   b) Good Governance
   c) E-Governance
   d) Future of Public Administration

Unit V: Contemporary Debates   (9 Hours)
   a) Public Accountability and Social Accountability
   b) Public Administration and Public Policy
   c) Public Administration and Governance
   d) Public Administration in Transition

Select References:
Arguden, Yilmaz (2011), Keys to Governance: Strategic Leadership for Quality of Life, Macmillan, Hampshire.
Bhattacharya, Mohit (2013), New Horizons of Public Administration, Jawahar Publishers, New Delhi.
Donald Menzel and Harvey White (eds) 2011. The State of Public Administration: Issues, Challenges and Opportunity.M. E. Sharpe.
Henry, Nicholas (2006), Public Administration and Public Affairs, Prentice Hall of India, New Delhi.
Ravindra Prasad, D. Prasad, VS, Satyanarayana P and Pardhasaradhi, Y. (eds.,)(2013), Administrative Thinkers, Sterling, New Delhi.
Riggs, F.W. (2011), The Ecology of Public Administration, 50th Anniversary Edition, IIPA, New Delhi.
Robert T. Golembiewski (1974), Public Administration as a Field: Four Developmental Phases, Politics & Policy, Volume 2, pp. 21–49
Donald Menzel (eds) (2011). *The State of Public Administration: Issues, Challenges and Opportunity*. New York: M. E. Sharpe.
Frank J. Goodnow, Politics and Administration: A Study in Government, Transaction Publishers, New York, 2003
Martin Albrow (1970), Bureaucracy, MacMillan, London, 1970
UN, Department of Economic and Social Affairs, Development Administration: Current Approaches and Trends in Public Administration for Development, New York, UN, 1975.

IMPPPA 103:   PUBLIC POLICY: THEORETICAL PERSPECTIVES

Credits: 05   **Max Marks:100**
Total Lecture Hours: 45   **Exam Duration: 3 Hours**

Course Objective

This course begins by presenting a brief analysis of the literature from the traditional policy schools. It then evaluates the specific theoretical framework adopted in understanding the theoretical works. It discusses how different perspectives on public policy contents cannot be determined by disciplinary boundaries but by whatever appears appropriate to the circumstances of the time and the nature. It adds that policy analysis is located at the junction of previously established knowledge from which it borrows its principal concepts. Further, it explains the implementation and evaluation of public policy.

UNIT- I: Introduction: (9 Hours)
a) Nature, Scope and Importance of Public Policy
b) Evolution of Public Policy and Policy Sciences
c) Global Policy Process and the role of Transnational Actors
d) Impact of Globalization on Policy Making

UNIT- II: Approaches to Public Policy Analysis   (9 Hours)
a) The Logical Positivist Approach
b) The Phenomenological Approach
c) The Participatory Approach
d) The Normative Approach

UNIT- III: Models of Public Policy   (9 Hours)
a) Harold Lasswell : Policy Sciences
b) Yehezkel Dror : Mega Policy and Meta Policy
c) Charles Lindblom: Incrementalism
d) Elinor Ostrom : Institutional Rational Choice
e) Amartya Sen : Development as Freedom

UNIT- IV: Policy Implementation and Evaluation   (9 Hours)
a) Concept of Policy Implementation
b) Techniques of Policy Implementation
c) Concept of Policy Evaluation
d) Constraints of Public Policy Evaluation

UNIT- V: Constraints on Public Policy   (9 Hours)
a) Economic Constraints on Public Policy
b) Political Feasibility: Interests and Power
c) Institutional Constraints on Policy
d) Social and Cultural Factors: Constraining and Enabling Policy Reversals

Select References
Anderson J.E., (2006) Public Policy-Making: An Introduction, Boston,Houghton
Ashford, Doug (ed.), (1992), History and Context in Comparative Public Policy, Ithaca, NY: University of Pittsburgh Press.
Dye Thomas (2008), Understanding Public Policy, Singapore, Pearson Education
Fischer, Frank, (1995), Evaluating Public Policy Chicago: Nelson Hall.
Gerston Larry N.,(2004), Public Policy Making: Process and Principles, Armonk, M.E.Sharpe
Hill Michael, (2005), The Public Policy Process, Harlow, UK; Pearson Education, 5th Edition.
Lindblom, C.E., and E.J., Woodhouse, (1993), The Policy making Process, 3rd ed., New Jersey., Prentice - Hall.
McCool, Daniel C. (ed.), (1995), Public Policy Theories, Models, and Concepts: An Anthology, NJ: Prentice-Hall.
Moran Mitchel and Robert Goodin, (2006), The Oxford Handbook of Public Policy, Oxford University Press, New York.
Nachmias, David, (1979), Public Policy Evaluation: Approaches and Methods, New York: St. Martin's Press.
Parsons Wayne, (1995), Public Policy: An Introduction to the Theory of Policy Analysis, Aldershot, U.K.; Edward Elgar
Thomas A. Birkland, (2005), An Introduction to the Policy Process, Theories, concepts and models of Public Policy Making, : M.E. Sharpe

IMPPPA-104: PUBLIC SYSTEMS GOVERNANCE

Credits: 05   **Max Marks:100**
Total Lecture Hours: 45   **Exam Duration: 3 Hours**
Course Objective

Given the size of government and its role in the economy, the contribution of government to national economic growth is of great significance, especially when looking at change rates over time. Its achievements, or otherwise, emerge in the quality and nature of the goods and services it provides, its redistributive activities, and in the nature of its regulation of market and individual behaviour. There is a persistent problem in public management reform recommendations to evaluate the performance of governance. This course will draw the attention of various issues involved in the study of public systems and train the students to evaluate the existing models.

UNIT- I: Introduction   (9 Hours)
a) Public Systems Management: Meaning, Scope and Characteristics
b) Context of Public Systems Management: Constitutional , Political, and Socio-Economic
c) Public Service Delivery: Meaning, Scope and Significance
d) Public Service Delivery: Conceptual Framework

Unit-II: Governance   (9 Hours)
a) Concept of Governance: An Introduction
b) Governance: Role of Bureaucracy and Political Executive
c) Governance: Role of Legislature and the Judiciary
d) Inter-Governmental Relations in the process of Government

Unit – III: Institutional Framework for Fighting Corruption   (9 Hours)
a) Evolution of the Anti-Corruption Laws in India
b) Corruption Involving the Private Sector
c) Evaluation of the Anti-Corruption Machinery in India
d) Law and Good Governance

Unit - IV: Regulatory Governance   (9 Hours)
 a) Administrative Tribunals
 b) National Water Tribunal
 c) National Green Tribunal

Unit- V – Emerging Trends   (9 Hours)
a) Networking and Inter-institutional Co-ordination in Governance
b) New Technologies and Public Systems Management
c) Development, Displacement and Rehabilitation
d) Citizen Grievances Redressal Institutions and Mechanisms (RTI, Consumer Forums and Citizen Charters)

Select References:
Bell, Stephen and Andrew Hindmoor. (2009) Rethinking Governance: The Centrality of the State in Modern Society. Cambridge: Cambridge University Press.
Bevir, Mark, ed. (2010) The Sage Handbook of Governance. Thousand Oaks, CA: Sage Publications.
Bovaird, Tony and Elke Löffler, eds. (2009) Public Management and Governance Second Edition. London: Routledge.
Farazmand, Ali and Jack Pinkowski, eds. (2006) Handbook of Globalization, Governance, and Public Administration. London: CRC/Taylor & Francis.
Kjaer, A (2004) Governance. Cambridge, UK: Polity Press.
Kooiman, Jan. (2003) Governing as Governance. London: Sage.
Morrison, Donald (1945) "Public Administration and the Art of Governance." Public Administration Review 5:1: 83-87.
Andrews, Matt. (2010) "Good Government Means Different Things in Different Countries." Governance: An International Journal of Policy, Administration, and Institutions 23:1:7–35.
Osborne, Stephen P., ed. The New Public Governance? Emerging Perspectives on the Theory and Practice of Public Governance. London: Routledge.
Peters, B. Guy (1996) The Future of Governance: Four Emerging Models, pp. 1-20.
Peters, B. Guy, and Jon Pierre (1998) "Governance without Government?: Rethinking Public Administration." Journal of Public Administration Research and Theory 8 (2): 223-43.