University of Rajasthan
Jaipur

SYLLABUS OF M. PHIL (Semester)
M.Phil Public Administration

Exam. 2016

Prepared by

Checked by
Paper - V Human Resource Management & Personnel Administration

80 Marks


Books Recommended

1. **Public Policy**: Concept, Meaning, Nature, Scope & Significance, Type of Policies.


4. **Policy Making & Organs of Govt.**: Role of Legislature, Executive & Judiciary.

5. **Public Policy in India**: Public Health Policy, Education Policy, Environment Policy

**Books Recommended**


Paper - VII : Indian Administration

1. **Constitutional Provisions & Indian Administrative System** :
   Administrative Culture & Social Change in India.

2. **Public Services in India** : Indian Bureaucracy & Parliamentary Democracy,
   Role of Public Services in Socio- Economic Development, Problems of Public
   Servants : Specialist V/s Generalist, Commitment and Neutrality.

3. **Regulatory Administration** : Regulatory and revenue Administration,
   Revenue Board : Organisation & Functions, Machinery for collection of land
   Revenue.

4. **Development Administration** : Various Programmes and Approaches to
   Rural Development with special reference to MANERG and CAD. Role of
   Collector in Development Administration.

5. **Indian Administration** : A Futuristic Perspective.

Books Recommended

1. Ashok Chanda: Indian Administration
2. K.V.Rao: Parliamentary Democracy In India
3. M.V.Pyle: Constitutional Government In India
4. S.S.Khera: District Administration In India
5. C.P. Bhamblri: Bureaucracy And Politics In India
6. C.P. Bhamblri: Public Administration In India
7. A.R.C. Reports On Citizens Grievances Machinery, Personnel Administration, Planning
   Machinery, Etc.
8. Parmatma Sharan: Public Administration In India
9. Avasthi & Avasthi: Public Administration In India
11. S.K. Maheshwari: Indian Administration
12. Ramesh Arora & Rajni Goyal: Indian Public Administration

Paper - VIII : Dissertation