



**BIRLA INSTITUTE OF TECHNOLOGY AND SCIENCE, Pilani**  
**Pilani Campus**  
**AUGS/ AGSR Division**

**SECOND SEMESTER 2020-21**  
**COURSE HANDOUT**

**Date: 18.01.2021**

In addition to part I (General Handout for all courses appended to the Time table) this portion gives further specific details regarding the course.

**Course No** : GS F333  
**Course Title** : PUBLIC ADMINISTRATION  
**Instructor-in-Charge** : Dr. Sailaja Nandigama  
**Instructor(s)** : NA  
**Tutorial/Practical Instructors:** NA

**1. Course Description:** Public Administration is a course specifically designed for the undergraduate students of BITS Pilani. Through this course, students get the chance to learn about Public Administration in general and Indian Public Administration in particular. This course gives them the opportunity to learn various definitions, approaches and practical aspects pertaining to the field of Public Administration.

**2. Scope and Objective of the Course:** The course covers the basic principles, definitions and approaches of Public Administration and provides exposure to students to specific case studies in the Indian context. The objective of the course is to make students aware of the complexities of the practice of Public Administration in order to equip them with up-to-date knowledge of Public Administration in India. These students with the knowledge of Public Administration will be better suited to discharge their civic duties efficiently in their professional capacities.

**3. Text Books:** Sharma M.P., Public Administration in Theory and Practice. Allahabad, Kitab Mahal, 40th Ed., 2004.

**4. Reference Books:** Journal papers, videos and newspaper reports will be given in advance as supplementary reference/reading materials. Students should be prepared to take initiatives for maximizing their learning curve.

**5. Course Plan:**

Module No.	Lecture Session	Reference	Learning outcomes
1	Introduction & Definition, Nature and Scope of Public Administration (1- 8)	Ch. 1 and 2 (TB)	By the end of this module, students will be able to understand the nature, scope and significance of Public Administration as a scientific activity and application in the contemporary world.
2	Good Governance- Concept and Application (9-12);	Ch. 3 and Ch. 5(TB)	By the end of this module, students will be able to understand



**BIRLA INSTITUTE OF TECHNOLOGY AND SCIENCE, Pilani**  
**Pilani Campus**  
**AUGS/ AGSR Division**

	Politics and Public Administration (13-16)		various theories pertaining to good governance practices of Public Administration.
3	Impact of Globalization on Administration of Developing Countries (17-24)	Ch. 7 (TB)	By the end of this module, students will be able to understand and analyze various contemporary administrative issues in the globalized world (in India and other developing countries).
4	Women and Development: The Self-Help Group Movement (25-29)	Ch.8 (TB)	By the end of this module, students will be able to understand and analyze gender based aspects in the contemporary administrative scenario (in India and other developing countries).
5	Case studies from contemporary Indian Public Administration context (30-41)	Reference material (journal papers, videos and news clippings)	By the end of this module, students will be able to understand and analyze, evaluate and develop prospective solutions for contemporary administrative issues.

**6. Evaluation Scheme:**

Component	Duration	Weightage (%)	Date & Time	Nature of component (Close Book/ Open Book)
Mid-Semester Test	90 Min.	30%	<TEST_1>	CB/OB
Comprehensive Examination	3 h	40%	<TEST_C>	CB/OB
Quiz (pre-announced)	TBA	10%	TBA	CB



**BIRLA INSTITUTE OF TECHNOLOGY AND SCIENCE, Pilani**  
**Pilani Campus**  
**AUGS/ AGSR Division**

Self-Study Assignment	TBA	20%	TBA	OB- Announced in advance
--------------------------	-----	-----	-----	-----------------------------

- 7. Chamber Consultation Hour:** Online consultation is possible on every Thursday from 10am. to 11am.
- 8. Notices:** All notices concerning the course will be displayed on Nalanda/Google Classroom portal.
- 9. Make-up Policy:** Only genuine (medical) cases will be considered for make-up upon presenting proof. **No make-up requests are entertained for internal components.**
- 10. Note (if any):** Plagiarism of any kind is strictly punishable as per the institute's rules and regulations.

**Instructor-in-charge: Dr. Sailaja Nandigama**  
**Course No. GS F333**