



SAVITRIBAI PHULE PUNE UNIVERSITY
(Formerly University of Pune)

**T.Y.B.A. Political Science
& Public Administration Syllabus**
(CREDIT & SEMESTER SYSTEM)

**Revised Syllabus will be implemented with effect from the
academic year 2021-2022**

Savitribai Phule Pune University
POLITICAL SCIENCE
Syllabus of T.Y.B.A.
(CBCS pattern to be implemented from 2021-2022)

PAPER NO.	PAPER TITLE
CORE COURSES (C.C.):	
Semester V CC-1 E (3)	MODERN POLITICAL ANALYSIS
And	
Semester VI CC-2 E (3)	MODERN POLITICAL ANALYSIS
	OR
Semester V CC-1 E (3)	LOCAL SELF GOVERNMENT IN MAHARASHTRA
And	
Semester VI CC-2 E (3)	LOCAL SELF GOVERNMENT IN MAHARASHTRA

DISCIPLINE SPECIFIC ELECTIVE COURSE (DSE)

Semester V DSE 1 C (3)+1	PUBLIC ADMINISTRATION
And	
Semester VI DSE 1 D (3)+1	PUBLIC ADMINISTRATION
Semester V DSE 2 C (3)+1	INTERNATIONAL RELATIONS
And	
Semester VI DSE 2 D (3)+1	INTERNATIONAL RELATIONS

SKILL ENHANCEMENT COURSE (SEC)
(Value / Skill Based Course)

Semester V SEC 2C (2)	SAMYUKTA MAHARASHTRA MOVEMENT
Semester VI SEC 2D (2)	SAMYUKTA MAHARASHTRA MOVEMENT

Savitribai Phule Pune University
T.Y.B.A. Political Science
(CBCS pattern to be implemented from 2021-2022)
Core Courses (C.C.)
MODERN POLITICAL ANALYSIS

Objectives:

This course will introduce the overall scope of the sub-discipline of Modern Political Analysis. The focus of the course will be on the Modern Political Analysis of power. The emphasis is on the nature of power in modern societies- more in the form of organizations and social formations than as individual power. Students are also expected to understand different forms of justifications of power and the role of ideology in this regard. State will be studied as a repository of power in society while class and patriarchy are two instance of how the nature of power is shaped by social factors.

SEMESTER-V

CC-1 E (3)

	PERIOD
Unit 1: Introduction to Modern Political Analysis	12
a) Meaning	
b) Nature - Difference between Traditional and Modern Political Approach	
c) Features of Modern Political Analysis	
Unit 2: Political System	12
a) Meaning and Nature	
b) Functions of the Political System	
c) Classification of Political System : Gabriel Almond	
d) Unit 3: Political culture	12
a) Meaning	
b) Basic Elements	
c) Types	

- d) **Unit 4: Political Socialization** **12**
- a) Meaning
 - b) Agencies
 - c) Types

SEMESTER-VI

CC-2 E (3)

Unit 1: Political Participation **12**

- a) Meaning & Nature
- b) Levels of Participation
- c) Factors affecting Political Participation

Unit 2: Political Elite **12**

- a) Meaning
- b) Nature
- c) Different approaches of Mosca, Michels, Pareto, Burnham and C. Wright Mills

Unit 3: Political Communication **12**

- a) Meaning
- b) Nature
- c) Agencies of Political Communication

Unit 4: Power, Influence, Authority and Legitimacy **12**

- a) Meaning, Nature of Power and Influence
- b) Different Types of Authority
- c) Different Types of Legitimacy

Readings:

1. Almond G. A and Powell G. B, 1996, *Comparative Politics*, New York City, Little Brown & Co.
2. Almond G. A. and Verba S., 1963, *The Civic Culture*, New Jersey, Princeton University Press.
3. Ball Alan R., 1971, *Modern Politics and Government*, London, Macmillan.
4. Blondel Jean, 1973, *Comparing Political Systems*, London, Weidenfeld & Nicolson.

5. Charlesworth James C., 1973, *Contemporary Political Analysis*, New York, The Free Press.
6. Deutsch Karl W., 1963, *The Nerves of Government*, New York, The Free Press.
7. Easton David, 1971, *The Political System*, New York, Scientific Book Agency.
8. इनामदार ना.र आणि वकील आलिम, १९८८, *आधुनिक राजकीय विश्लेषण*, पुणे, शुभदा सारस्वत प्रकाशन.
9. इनामदार ना.र आणि पुराणिक सू. ना. *राजकीय समाजशास्त्र*, पुणे, शुभदा सारस्वत प्रकाशन.
10. गर्दे दि. का. आणि बाचल वि. मा, १९७९, *आधुनिक राजकीय विश्लेषण*, पुणे, कॉनटीनेंटल.
11. Lipset, Seymour M., 1960, *Political Man*, New York, Vakils, Feffer & Simons.
12. नवलगुंदकर शं. ना, १९७९, *आधुनिक राजकीय विश्लेषण*, पुणे, नरेंद्र प्रकाशन.
13. पाटील वा.भा., २००९, *पंचायती राज*, जळगाव, प्रशांत प्रकाशन.
14. Pye Lucian and Verba S(ed), 2016, *Political Culture & Political Development*, New Jersey Princeton University.
15. Rush Michael and Althoff Phillip, 1971, *An Introduction to Political Sociology*, London, Nelson.
16. Rowe Eric, 1970, *Modern Politics: An Introduction to Behaviour and Institutions*, London, Routledge & Kegan Paul.
17. Varma S. P., 1975, *Modern Political Theory*, Delhi, Vikas Publication.

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T.Y.B.A. Political Science
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Core Courses (C.C.)

LOCAL SELF GOVERNMENT IN MAHARASHTRA

Objectives:

1. To introduce the evolution of Local Self Government in Maharashtra
2. To make students aware about 73rd and 74th Constitutional Amendments
3. To introduce the students the structure of Local Self Government
4. To make students aware about composition, power and functions of local bodies

SEMESTER-V

CC-1 E (3)

	PERIOD
Unit 1: Evolution of Local Self Government	12
a. Background of Panchayati Raj in British Era	
b. Community Development Program – 1952	
c. Balavantrai Mehata Committee – 1957	
Unit 2: Various committees of Local Self Government in Maharashtra	12
a. Vasant Rao Naik Committee – 1960	
b. L. N. Bongirwar Committee – 1970	
c. P. B. Patil Committee – 1985	
Unit 3: 73 rd Amendment and Rural Bodies	12
a. Background of 73 rd Constitutional Amendment	
b. Constitutional change in Article 243	
c. Gram Sabha & Gram Panchayat	
Unit 4: 73 rd Constitutional Amendment and Rural Bodies	12
a. Panchayat Samiti	
b. Zilla Parishad	
c. Schedule XI In Constitution	

SEMESTER-VI

CC-2 E (3)

Unit 1: 74th Constitutional Amendment and Urban Bodies 12

- a. Urban Bodies before 74th Constitutional Amendment
- b. Constitutional change in Article 243
- c. Nagar Panchayat

Unit 2: 74th Constitutional Amendment and Urban Bodies 12

- a. Municipal Council
- b. Municipal Corporation
- c. Schedule XII In Constitution

Unit 3: Commissions about Local Self Government 12

- a. State Election Commission
- b. State Finance Commission
- c. Challenges before Commission

Unit 4: Future of Local Self Government 12

- a. Control on Local Self Government
- b. Limitations of Local Self Government
- c. Challenges before Local Self Government

Readings:

1. Avasti A., (ed), 1972, *Municipal Corporation In India*, Agra, L.N. Agarwal.
2. आवाळे मनोज, २०१२, *पंचायत राज*, पुणे, आदिश्रेय प्रकाशन.
3. बंग के. आर., २००५, *भारतातील स्थानिक स्वराज्य संस्था महाराष्ट्राच्या विशेष संदर्भासह*, नागपूर, मंगेश प्रकाशन.
4. बिराजदार टी. एस. व शरद घोडके, १९९९, *भारतातील स्थानिक स्वराज्य संस्था*, नागपूर, अंशुल प्रकाशन.
5. भणगे रविंद्र, २०१२, *भारतातील स्थानिक स्वराज्य संस्था, विशेष संदर्भ*, महाराष्ट्र, जळगाव, प्रशांत पब्लिकेशन्स.

6. खांदवे एकनाथ, २०१३, महाराष्ट्राचे शासन आणि राजकारण, दिल्ली, पिअरसन प्रकाशन.
7. कारेकर शोभा आणि शरद घोडके, २००४, शासन आणि राजकारण, नागपूर, विद्या प्रकाशन.
8. कुलकर्णी अ. ना., २०००, भारतातील स्थानिक स्वशासन महाराष्ट्राच्या विशेष संदर्भासह, नागपूर, विद्या प्रकाशन.
9. माहेश्वरी एस. आर., २००६, भारत में स्थानीय शासन, आगरा, लक्ष्मी नारायण अग्रवाल.
10. Maheshwari S. R., 1972, *Local self Government in India*, Delhi, Orient Longmen.
11. नलावडे पंडित, २००८, सत्ता विकेंद्रीकरण आणि 73 वी घटनादुरुस्ती, औरंगाबाद, विन्मय प्रकाशन.
12. पाटील बी. बी., २००५, शासन आणि राजकारण, कोल्हापूर, फडके प्रकाशन.
13. पोले कांतराव, २००९, महाराष्ट्रातील पंचायतीराज आणि महिला आरक्षण, लातूर, अरुणा प्रकाशन.
14. Sharma M.P., 1978, *Local Self Government in India*, New Delhi, Manshiram Manoharlal.
15. शिरसाठ श्याम आणि भगवानराव बैनाडे, २०१४, पंचायतराज आणि नागरी प्रशासन, औरंगाबाद, विद्या बुक्स.
16. ठोंबरे सतीश, २००७, जिल्हा प्रशासन आणि स्थानिक स्वशासन, औरंगाबाद, कैलाश प्रकाशन.
17. Venkatesan V., 2002, *Institutionalizing Panchayati Raj in India*, New Delhi, Institute of Social Science.
18. विभूते भालबा, २००१, पंचायती राज्य व्यवस्था, मुंबई, मनोविकास प्रकाशन.

Savitribai Phule Pune University
T.Y.B.A. Political Science
(CBCS pattern to be implemented from 2021-2022)
DISCIPLINE SPECIFIC ELECTIVE COURSE
PUBLIC ADMINISTRATION

Objectives:

This paper is an introductory course in Public Administration. The essence of Public Administration lies in its effectiveness in translating the governing philosophy into programmes, policies and activities and making it a part of community living. The paper covers personnel public administration in its historical context thereby proceeding to highlight several of its categories, which have developed administrative salience and capabilities to deal with the process of change. The recent developments and particularly the emergence of New Public Administrations are incorporated within the larger paradigm of democratic legitimacy. The importance of legislative and judicial control over administration is also highlighted

SEMESTER-V

DSE 1 C (3)+1

	PERIOD
Unit 1: Public Administration	12
a) Meaning	
b) Nature	
c) Scope and Significance	
Unit 2: New Public Administration	12
a) Evolution	
b) Salient Features	
c) Goals	
Unit 3: Approaches to Public Administration	12
a) Traditional Approach	
b) Behavioral Approach	
c) System Approach	

Unit 4: Governance	12
a) Idea of Good Governance	
b) E-Governance	
c) Public Private Partnership	

SEMESTER-VI

DSE 1 D (3)+1

Unit 1: Bureaucracy	12
a) Meaning and Definitions	
b) Administrative Reforms	

Unit 2: Personnel Administration	12
a) Recruitment	
b) Training	
c) Promotion	

Unit 3: Budgeting	12
a) Meaning and types and Principles of sound Budget	
b) Budgetary Process in India	
c) Gender Budgeting	

Unit 4: Accountability and Control	12
a) Administrative Accountability	
b) Legislative Control	
c) Judicial Control	

Readings:

1. Avasthi Amreshwar and Maheshwari Shriram, 1982, *Public Administration*, Agra, Lakshmi Narran Aggrawal.
2. बेनके सुवर्णा , २०१५ , *लोकप्रशासन*, जळगाव, प्रशांत पब्लिकेशन्स.
3. Bhagwan Vishnu and Bhushan Vidya, 2007, *Public Administration*, New Delhi, S Chand and Company Ltd.

4. भोगले शांताराम २००६, *लोकप्रशासनाचे सिद्धांत आणि कार्यपद्धती*, औरंगाबाद, कैलास प्रकाशन.
5. D. Waldo (ed), 1953, *Ideas and Issues in Public Administration*, New York, McGraw Hill.
6. D. D. Basu, 1986, *Administrative Law*, New Delhi, Prentice Hall.
7. दर्शनकार अर्जुन, २०००, *पंचायती राज आणि नागरी प्रशासन*, औरंगाबाद, कैलास प्रकाशन.
8. E. N. Gladden, 1958, *The Essentials of Public Administration*, London, Staples Press.
9. M. Bhattacharya, 1991, *Public Administration: Structure, Process and Behavior*, Calcutta, The World Press.
10. M. E. Dimock and G. O. Dimock, 1975, *Public Administration*, Delhi, Oxford, IBH Publishing Co.
11. M Laxmikanth, 2012, *Public Administration*, New Delhi, McGraw Hill.
12. N. D. White, 1955, *Introduction to the Study of Public Administration* New York, Macmillan.
13. O. Glenn Stahl, 1956, *Public Personnel Administration*, New York, Harper & Brothers.
14. P. H. Appleby, 1957, *Policy and Administration*, Alabama, University of Alabama Press.
15. पाटील बी.बी., २००४, *लोकप्रशासन*, कोल्हापूर, फडके प्रकाशन.
16. S. R. Maheshwari, 1994, *Administrative Theories*, New Delhi, Allied.
17. S. R. Nigam, 1980, *Principles of Public Administration*, Allahabad, Kitab Mahal.

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T.Y.B.A. Political Science
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DISCIPLINE SPECIFIC ELECTIVE COURSE
INTERNATIONAL RELATIONS

Objectives:

This paper deals with concepts and dimensions of International Relations and makes an analysis of different theories highlighting the major debates and differences within the different theoretical paradigms. The dominant theories of power and the question of equity and justice, the different aspects of balance of power leading to the present situation of a unipolar world are included. It's highlights various aspects of conflict and conflicts resolution, collective security and in the specificity of the long period of the post second world war phase of the cold war, of Detent and Deterrence leading to theories of rough parity in armaments.

SEMESTER-V

DSE 2 C (3)+1

PERIOD

Unit 1: Introduction to International Relations

12

- a) Development and Meaning
- b) Nature
- c) Scope

Unit 2: Approaches to International Relations

12

- a) Idealism
- b) Realism – Neo realism
- c) System approach
- d) Marxism

Unit 3: World War II and the Cold War

12

- a) Causes and Consequences of the world war II
- b) Emergence of the cold war and its phase
- c) End of cold war and the emerging world order

Unit 4: International Organizations **12**

- a) The United Nations - its structure and peacekeeping Functions- Reforms of UN
- b) International Financial institutions : World Bank, IMF, WTO
- c) Regional Organizations : EU, SAARC, ASEAN, BRICS

SEMESTER-VI

DSE 2 D (3)+1

Unit 1: The Theory of Non-Alignment **12**

- a) Meaning and basic principles of Non-Alignment
- b) Emergence of Non-Alignment
- c) Non-Alignment as a Movement
- d) Relevance of NAM In Post cold war period

Unit 2: Globalization **12**

- a) Meaning of Globalization
- b) Evolution and Impacts of Globalization
- c) Limits of Globalization
- d) Role of The state

Unit 3: International Political Economy **12**

- a) Neo-Colonialism
- b) New International Economic Order
- c) North-South Divide
- d) South-South Co-operation

Unit 4: Contemporary Global Issues **12**

- a) International Terrorism
- b) Environmental Issues
- c) Poverty, Development and Hunger
- d) Human Rights

Readings:

1. Annek Chaterjee, 2012, *International Relations Today: Concepts and Applications*, New Delhi, Pearson.
2. Awari Vilas, 2020, *India's Foreign Policy*, Kanpur, Garima publication.
3. Awari Vilas, 2019, *International relations*, Kanpur, Chandralok Publications.
4. Bhangе C. B., Ajay kumar and Arvind Kumar (ed), 2013, *South Asia Peace And Security Challenges*, New Delhi, Bharati publications.
5. Bhangе C. B., 2019, *Indian Foreign Policy: Security and Economic Issues*, New Delhi, Bharati publications.
6. Bhangе C. B., Ajay kumar and Arvind Kumar (ed), 2007, *Theories Of International Politics*, New Delhi, Bharati publications.
7. भांगे सी.बी., *भारतीय विदेश नीती का बदलता सुरक्षा परिदृश्य*, नई दिल्ली, भारती प्रकाशन.
8. Brown Chris and Ainley Hirstein, 2009, *Understanding International Relations*, New York, Palgrave.
9. Burchill, Scott et al, 2009, *Theories of International Relations*, New York, Palgrave.
10. Calvocoressi peter, 1977, *World Politics Since 1946*, New York, Longmen.
11. Chan Stephen and Cerwyn Moore (ed), 2006, *Theories of International Relations Vol 1 to 5*, London, Sage.
12. देवळाणकर शैलेंद्र, २०१६, *आंतरराष्ट्रीय संबंध*, औरंगाबाद, महाराष्ट्र, विद्या पुस्तक प्रकाशन.
13. Jeffrey Haynes, 2014, *An Introduction to International Relation and rligin*, New York, Routledge.
14. Johari J.C, 1997, *International Relations and Politics : Theoretical perspective*, New Delhi, Sterling Publishers.
15. पेंडसे अरुणा आणि सहस्रबुद्धे उत्तरा, २००८, *आंतरराष्ट्रीय संबंध : शीत युद्धानंतरचे आणि जागतिक राजकारण*, मुंबई, ओरीएंट लॉगमन.
16. Perkins Perkins, 1985, *International Relations*, Delhi, CBS Publishers and Distributers.
17. Ray K Ashwini, 2004, *Western Realism and International Relations – A Non Western View*, Delhi Foundation.
18. रायपूरकर वसंत, २०१६, *आंतरराष्ट्रीय संबंध*, पुणे, मंगेश प्रकाशन.
19. तोडकर बी.डी., २०१२, *आंतरराष्ट्रीय संबंध महत्वाच्या संकल्पना*, मुंबई महाराष्ट्र, डायमंड पब्लिकेशनस.
20. Sen Asit Kumar, 1995, *International Relations: Since world war I*, New Delhi, S. Chand &Company Ltd.

SKILL ENHANCEMENT COURSE (SEC)

(Value/Skill Based Course)

**Savitribai Phule Pune University
Political Science
Syllabus of T.Y.B.A. (Extra Credit)
Value/Skill Based Course**

Samyukta Maharashtra Movement

Objectives:

1. This Course is an introduction to the political process in Maharashtra with special reference to regionalism sub-regionalism and Samyukta Maharashtra Movement.
2. The aim of the course is that students are expected to understand both the historical evolution of Maharashtra's politics and different analyses of politics of the state.
3. It tries to acquaint students with the main issues and concerns in the public life of a regional society as it shaped in the concept of colonialism, nationalism and modernity.

SEMESTER – V

SEC-2C(2)

UNIT - I

1. Regional Aspirations in India

- a. Concept of Regionalism: Its Nature
- b. Genesis of Regionalism in India
- c. Indian National Congress and Regionalism

UNIT - II

2. Samyukta Maharashtra Movement - I

- a. Emergence and Development of Regional Consciousness in Maharashtra
- b. Preferential Treatment for the 'Sons of Soil'
- c. Difficulties in the Formation of Samyukta Maharashtra

Readings:

1. बोकील नीता, २०१२, *महाराष्ट्राचा राजकीय इतिहास- १९६० ते १९७२*, मुंबई, मौज प्रकाशन.
2. घारे गोविंद, २०००, *आदिवासी समस्या आणि बदलते संदर्भ*, पुणे, सुगावा प्रकाशन.
3. कांबळे बाळ, २०१७, *भारतातील छोट्या राज्यांची मागणी*, नांदेड, अनुराधा प्रकाशन.
4. Jain V. Ashok, 1999, *Political Process in Maharashtra*, Mumbai, Sheth Publishers Pvt.Ltd.
5. Jayachandran Usha(eds.), 2014, *Human Development Report, Maharashtra 2012: Toward Inclusive Human Development*, New Delhi, Sage.
6. Kamble Bal, 2015, *Performance Of Scheduled Caste MLAs in Maharashtra Vidhan Sabha*, Nanded, Anuradha Publication.
7. Lele Jayant, 1982, *Elite Pluralism and Class Rule, Political Development in Maharashtra*, Mumbai, Popular.
8. पळशीकर सुहास आणि नितीन बिरमल(संपा.), २००२, *महाराष्ट्राचे राजकारण : राजकीय प्रक्रियेचे स्थानिक संदर्भ*, पुणे, प्रतिमा प्रकाशन.
9. Palshikar Suhas and Rajeshwari Deshpande, 1999, *Maharashtra: Electoral Politics and Structures of Domination*, Pune, Dept. of Politics and Public Administration, University of Pune.
10. पळशीकर सुहास आणि कुलकर्णी सुहास(संपा.), २००७, *महाराष्ट्रातील सत्ता संघर्ष : राजकीय पक्षांची वाटचाल*, पुणे, समकालीन प्रकाशन.
11. पवार प्रकाश, २००९, *महाराष्ट्राच्या सत्ता संघर्षाचा आलेख*, पुणे, डायमंड प्रकाशन.
12. पवार प्रमोद, कांबळे बाळ आणि इतर(संपा.), २०१९, *महाराष्ट्रातील स्थित्यंतरे*, जळगाव, अथर्व प्रकाशन.
13. पवार वैशाली, २०१२, *महाराष्ट्राच्या सत्ता संघर्षाचा आलेख*, पुणे, डायमंड प्रकाशन.
14. Phadk Y. D., 1979, *Politics and Language*, Mumbai, Himalaya Publishing House.
15. Thakkar Usha and Kulkarni Mangesh, 1995, *Politics in Maharashtra*, Mumbai, Himalaya Publishing House.

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Political Science
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Value/Skill Based Course

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SEMESTER – VI

SEC-2D(2)

UNIT - I

1. Samyukta Maharashtra Movement - II

- a. Rethinking on the Bilingual Bombay state
- b. Formation of the Samyukta Maharashtra
- c. The aftermath of the formation of Samyukta Maharashtra

UNIT - II

2. Emergence of Sub-Regionalism in Maharashtra

- a. Regional Imbalance and Regional Development Boards
- b. Seperate Vidarbha State
- c. Marathwada Vikas Andolan

Readings:

1. बोकील नीता, २०१२, महाराष्ट्राचा राजकीय इतिहास- १९६० ते १९७२, मुंबई, मौज प्रकाशन.
2. घारे गोविंद, २०००, आदिवासी समस्या आणि बदलते संदर्भ, पुणे, सुगावा प्रकाशन.
3. कांबळे बाळ, २०१७, भारतातील छोट्या राज्यांची मागणी, नांदेड, अनुराधा प्रकाशन.
4. Jain V. Ashok, 1999, *Political Process in Maharashtra*, Mumbai, Sheth Publishers Pvt.Ltd.

5. Jayachandran Usha(eds.), 2014, *Human Development Report, Maharashtra 2012: Toward Inclusive Human Development*, New Delhi, Sage.
6. Kamble Bal, 2015, *Performance Of Scheduled Caste MLAs in Maharashtra Vidhan Sabha*, Nanded, Anuradha Publication.
7. Lele Jayant, 1982, *Elite Pluralism and Class Rule, Political Development in Maharashtra*, Mumbai, Popular.
8. पळशीकर सुहास आणि नितीन बिरमल(संपा.), २००२, *महाराष्ट्राचे राजकारण : राजकीय प्रक्रियेचे स्थानिक संदर्भ*, पुणे, प्रतिमा प्रकाशन.
9. Palshikar Suhas and Rajeshwari Deshpande, 1999, *Maharashtra: Electoral Politics and Structures of Domination*, Pune, Dept. of Politics and Public Administration, University of Pune.
10. पळशीकर सुहास आणि कुलकर्णी सुहास(संपा.), २००७, *महाराष्ट्रातील सत्ता संघर्ष : राजकीय पक्षांची वाटचाल*, पुणे, समकालीन प्रकाशन.
11. पवार प्रकाश, २००९, *महाराष्ट्राच्या सत्ता संघर्षाचा आलेख*, पुणे, डायमंड प्रकाशन.
12. पवार प्रमोद, कांबळे बाळ आणि इतर(संपा.), २०१९, *महाराष्ट्रातील स्थित्यंतरे*, जळगाव, अथर्व प्रकाशन.
13. पवार वैशाली, २०१२, *महाराष्ट्राच्या सत्ता संघर्षाचा आलेख*, पुणे, डायमंड प्रकाशन.
14. Phadk Y. D., 1979, *Politics and Language*, Mumbai, Himalaya Publishing House.
15. Thakkar Usha and Kulkarni Mangesh, 1995, *Politics in Maharashtra*, Mumbai, Himalaya Publishing House.

SAVITRIBAI PHULE PUNE UNIVERSITY

(Formerly University of Pune)

T. Y. B. A. Public Administration Syllabus

(CREDIT & SEMESTER SYSTEM)

**Revised syllabus will be implemented with effect from the
academic year 2021-2022 at College Centers**

Savitribai Phule Pune University

PUBLIC ADMINISTRATION

Syllabus of T.Y.B.A.

(CBCS pattern to be implemented from 2021-2022)

PAPER NO.

PAPER TITLE

CORE COURSES (C.C.):

Semester V CC-1 E (3)

PUBLIC ADMINISTRATION

And

Semester VI CC-2 E (3)

PUBLIC ADMINISTRATION

OR

Semester V CC-1 E (3)

LOCAL SELF GOVERNMENT IN INDIA

And

Semester VI CC-2 E (3)

LOCAL SELF GOVERNMENT IN INDIA

DISCIPLINE SPECIFIC ELECTIVE COURSE (DSE)

Semester V DSE 1 C (3)+1

FINANCIAL ADMINISTRATION

And

Semester VI DSE 1 D (3)+1

FINANCIAL ADMINISTRATION

Semester V DSE 2 C (3)+1

ADMINISTRATIVE THINKERS

And

Semester VI DSE 2 D (3)+1

ADMINISTRATIVE THINKERS

**SKILL ENHANCEMENT COURSE (SEC)
(Value / Skill Based Course)**

Semester V SEC 2C (2)

SAMYUKTA MAHARASHTRA MOVEMENT

Semester VI SEC 2D (2)

SAMYUKTA MAHARASHTRA MOVEMENT

Savitribai Phule Pune University
T.Y.B.A. Public Administration
((CBCS pattern to be implemented from 2021-2022))
Core Courses (C.C.)
PUBLIC ADMINISTRATION

Objectives:

This paper is an introductory course in Public Administration. The essence of Public Administration lies in its effectiveness in translating the governing philosophy into programmes, policies and activities and making it a part of community living. The paper covers personnel public administration in its historical context thereby proceeding to highlight several of its categories, which have developed administrative salience and capabilities to deal with the process of change. The recent developments and particularly the emergence of New Public Administrations are incorporated within the larger paradigm of democratic legitimacy. The importance of legislative and judicial control over administration is also highlighted

SEMESTER-V

CC-1 E (3)

	PERIOD
Unit 1: Public Administration	12
a) Meaning	
b) Nature	
c) Scope and Significance	
Unit 2: New Public Administration	12
a) Evolution	
b) Salient Features	
c) Goals	
Unit 3: Approaches to Public Administration	12
a) Traditional Approach	
b) Behavioral Approach	
c) System Approach	

Unit 4: Governance **12**

- a) Idea of Good Governance
- b) E-Governance
- c) Public Private Partnership

SEMESTER-VI

CC-2 E (3)

Unit 1: Bureaucracy **15**

- a) Meaning and Definitions
- b) Administrative Reforms

Unit 2: Personnel Administration **15**

- a) Recruitment
- b) Training
- c) Promotion

Unit 3: Budgeting **15**

- a) Meaning and types and Principles of sound Budget
- b) Budgetary Process in India
- c) Gender Budgeting

Unit 4: Accountability and Control **15**

- a) Administrative Accountability
- b) Legislative Control
- c) Judicial Control

Readings:

1. Avasthi Amreshwar and Maheshwari Shriram, 1982, *Public Administration*, Agra, Lakshmi Narran Aggrawal.
2. बेनके सुवर्णा , २०१५ , लोकप्रशासन, जळगाव, प्रशांत पब्लिकेशन्स.

3. Bhagwan Vishnu and Bhushan Vidya, 2007, *Public Administration*, New Delhi, S Chand and Company Ltd.
4. भोगले शांताराम २००६, *लोकप्रशासनाचे सिद्धांत आणि कार्यपद्धती*, औरंगाबाद, कैलास प्रकाशन.
5. D. Waldo (ed), 1953, *Ideas and Issues in Public Administration*, New York, McGraw Hill.
6. D. D. Basu, 1986, *Administrative Law*, New Delhi, Prentice Hall.
7. दर्शनकार अर्जुन, २०००, *पंचायती राज आणि नागरी प्रशासन*, औरंगाबाद, कैलास प्रकाशन.
8. E. N. Gladden, 1958, *The Essentials of Public Administration*, London, Staples Press.
9. F. A. Nigro and L.S. Nigro, 1984, *Modern Public Administration*, New York, Harper and Row.
10. M. Bhattacharya, 1991, *Public Administration: Structure, Process and Behavior*, Calcutta, The World Press.
11. M. E. Dimock and G. O. Dimock, 1975, *Public Administration*, Delhi, Oxford, IBH Publishing Co.
12. M Laxmikanth, 2012, *Public Administration*, New Delhi, McGraw Hill.
13. N. D. White, 1955, *Introduction to the Study of Public Administration* New York, Macmillan.
14. O. Glenn Stahl, 1956, *Public Personnel Administration*, New York, Harper & Brothers.
15. P. H. Appleby, 1957, *Policy and Administration*, Alabama, University of Alabama Press.
16. पाटील बी.बी., २००४, *लोकप्रशासन*, कोल्हापूर, फडके प्रकाशन.
17. S. R. Maheshwari, 1994, *Administrative Theories*, New Delhi, Allied.
18. S. R. Nigam, 1980, *Principles of Public Administration*, Allahabad, Kitab Mahal.

Savitribai Phule Pune University
T.Y.B.A. Public Administration
 ((CBCS pattern to be implemented from 2021-2022))
Core Courses (C.C.)
LOCAL SELF GOVERNMENT IN INDIA

Objectives:

1. To acquaint the students with the Objectives, Structure and Functions of Local Government.
2. To acquaint the students with the working of the urban and rural system of Local Government.
3. To identify the role of Local Government in development.

SEMESTER-V

CC-1 E (3)

	PERIOD
Unit-1: - Local Government: Evolution	12
a) Meaning, Nature, importance and scope of Local government.	
b) Evolution of Local Government: Urban and Rural.	
c) Changing features of Local Government	
Unit-2: - Urban Local Government	12
a) Evolution of Urban Local Government till 74th Constitutional Amendment.	
b) Municipal Corporation: Structure, Functions and Finances.	
Unit-3: - Urban Local Government (Continued)	12
a) Municipal Council: Structure, Functions and Finances.	
b) Cantonment Boards: Structure, Functions and Finances	
Unit-4: - Control and Problems of Urban Government	12
a) State Government: Divisional Commissioner and District Collector.	
b) Problems of Urbanization.	

SEMESTER-VI

CC-2 E (3)

Unit-5: - Democratic Decentralization 12

- a) Evolution of Panchayat Raj Institution till 73rd and 74th Constitutional Amendment
- b) Zilla Parishad and Panchayat Samiti: Structure, Functions and Finances.

Unit-6: - Democratic Decentralization (Continued) 12

- a) Gram Panchayat and Gram Sabha: Structure, Functions and Finances.
- b) Relations between officials and non-officials.

Unit-7: - Role of Panchayat Raj Institutions in Development. 12

- a) Role in Democratization.
- b) Role in Social Change: Empowerment of the weaker sections.

Unit-8: - Panchayat Raj Institution: Problems and Control 12

- a) State Government: District Collector
- b) Chief Executive Officers of Zilla Parishad, Block Development Officer(BDO)
- c) Problems: Rural-Urban Divide.

Readings:

1. Avasthi A.(ed), 1972, *Municipal Administration in India*, Agra, Lakshmi Narayan Aggarwal.
2. Battacharya, B., 1979, *Urban Development in India*, Delhi Shree Publishing House.
3. भोगले शांताराम, 1990, *भारतातील स्थानिक प्रशासन*, नागपूर, विद्या प्रकाशन.
4. दर्शनकार अर्जुन, 1992, *पंचायतराज आणि नागरी प्रशासन*, औरंगाबाद, कैलास पब्लिकेशन.
5. Gandhi M.K. 1959, *Panchayati Raj*, Ahmadabad, Navjeevan Publishing House.
6. Jackson R.M., 1967, *The Machinery of Local Government*, London, Macmillan.
7. जैन अशोक, 1998, *महाराष्ट्राचे शासन आणि राजकारण*, मुंबई, सेठ पब्लिकेशन.
8. Jain, S.P. (ed), 1995, *Panchayati Raj Institutions in India: An Appraisal*, Hyderabad, NIRD.
9. कुलकर्णी अ.ना., 2000, *भारतातील स्थानिक स्वशासन*, नागपूर, विद्या प्रकाशन.

10. खांदवे एकनाथ, 2009, *महाराष्ट्राचे शासन आणि राजकारण* , कर्जत, अहमदनगर, आरती प्रकाशन.
11. Maheshwari, S.R., 1970, *Local Government in India*, Agra, Laxmi Narain Aggarwal.
12. Puri K.K., 1985, *Local Government in India*, Jalandhar, Bharat Prakashan.
13. Puri V.K., 2005, *Local Government and Administration*, Jalandhar, Modern Publishers.
14. Sharma Harishchander, 2006, *Local Administration in India* (Hindi), Jaipur, College Book Depot.
15. Sachdeva, Pradeep, 1993, *Urban Local Government and Administration in India*, New Delhi, Kitab Mahal.
16. Singh Sahab and Singh Swinder, 1992, *Public Administration Development and Local Administration*, Jalandhar, New Academic Publishing Company.
17. Singh Viday Karan, 2003, *Panchayati Raj System* (Hindi), Jaipur, RBMA Publishers.

Savitribai Phule Pune University
T.Y.B.A. Public Administration
(CBCS pattern to be implemented from 2021-2022)
DISCIPLINE SPECIFIC ELECTIVE COURSE
FINANCIAL ADMINISTRATION

Objectives:

1. To acquaint the students with the Objectives, Structure and Functions of Financial Administration
2. To acquaint the students with the working of the system of Financial Administration.
3. To identify the role of Financial Administration in Development.

SEMESTER-V

DSE 1 C (3)+1

	PERIOD
Unit 1: Financial Administration	12
a) Meaning ,Nature and Scope	
b) Importance of Financial Administration	
Unit 2: Agencies of Financial Administration	12
a) Legislature	
b) Executive	
c) Parliamentary Committees	
Unit 3: Budget	12
a) Meaning ,Types and Principles of Good Budgeting	
b) Budget as an instrument of Economic Policy	
c) Budget as a tool of Social and Economic Change	
Unit 4: Budgetary Process	12
a) Preparation of the Budget	
b) Enactment of Budget	
c) Execution of Budget	

SEMESTER-VI

DSE 1 D (3)+1

Unit 5: Comptroller and Auditor General of India **12**

Powers and functions

Unit 6: Finance Commission **12**

Structure and functions

Unit 7 Control over Financial Administration **12**

- a) Public Accounts Committee
- b) Estimate Committee
- c) Committee on Public Undertaking

Unit 8: New Economic Policy and Financial Administration of India **12**

- a) Liberalisation
- b) Privatization
- c) Globalisation

Readings:

1. Basu Rumki, 2012, *Public Administration: Concepts and Theories*, New Delhi, Sterling Publishers.
2. Bhattacharya Mohit, 2008, *New Horizons of Public Administration*, New Delhi, Jawahar Publishers and Distributors.
3. बंग के.आर., 2014, *कर्मचारी व वित्तीय प्रशासन*, औरंगाबाद, विद्या बुक्स पब्लिशर्स.
4. भट्टाचार्य मोहित, वासंती फडके(अनु), २०१३, *न्यू होरायझन्स ऑफ पब्लिक अॅडमिनिस्ट्रेशन*, नवी दिल्ली, जवाहर पब्लिकेशन्स आणि डिस्ट्रिब्यूशन्स .
5. बोरा पारस आणि शिरसाठ शाम, २०१५, *लोकप्रशासन*, औरंगाबाद, विद्या बुक्स पब्लिशर्स.
6. Chakrabarty Bidyut and Mohit Bhattacharya (ed), 2005, *Public Administration: A Reader*, New Delhi, Oxford University Press.
7. Chakrabarty Bidyut and Mohit Bhattacharya (ed), 2008, *The Governance Discourse: a reader*. New Delhi and New York : Oxford University Press.

8. Chakrabarty Bidyut and Prakash Chand, 2012, *Public Administration in a Globalizing World: Theories and Practices*, New Delhi, Sage.
9. Chakrabarty Bidyut, 2007, *Reinventing Public Administration: The India Experience*, New Delhi, Orient Blackswan.
10. Denhardt Robert B. and Janet V. Denhardt, 2010, *Public Administration: Action Orientation*, Blemont, Thomson Higher Education.
11. Goel S.L., 2003, *Public Administration: Theory and Practice*, New Delhi, Deep and Deep Publishers.
12. इनामदार ना.र. आणि काळे सुनिता, १९९७, लोकप्रशासन, पुणे, साधना प्रकाशन.
13. Medury Uma, 2010, *Public Administration in the Globalization Era*, New Delhi, Orient Blackswan.
14. पाटील पी.बी., २००२, *लोकप्रशासन*, कोल्हापूर, फडके प्रकाशन.

Savitribai Phule Pune University
T.Y.B.A. Public Administration
(CBCS pattern to be implemented from 2021-2022)
DISCIPLINE SPECIFIC ELECTIVE COURSE
ADMINISTRATIVE THINKERS

Objectives:

1. To acquaint the students with the main administrative ideas of major administrative thinkers;
2. To make the students aware of the contributions made by these thinkers to the administrative thinking.

SEMESTER-V

DSE - 2 C (3)+1

PERIOD

Unit 1: Kautilya

12

- a. Principles of Administration.
- b. Machinery of Administration
- c. Administrative Corruption.

Unit 2: F.W. Taylor.

12

- a. Concept and objectives of Scientific Management.
- b. Principles and Impact of Scientific Management.
- c. Critical Evaluation.

Unit 3: Woodrow Wilson

12

- a. Views on Administration.
- b. Dichotomy between Administration and Politics

Unit 4: Max Weber

12

- a. Views on Authority, Organisation and Legitimacy
- b. Weberian Model of Bureaucracy

SEMESTER-VI

DSE - 2 D (3)+1

Unit 5: Karl Marx 12

- a. Views on Bureaucracy –Nature, Characteristics
- b. Class Approach to Bureaucracy

Unit 6: Pandit Jawaharlal Nehru 12

- a. Views on Bureaucracy
- b. Decentralization
- c. Socialism and Administration

Unit 7: Abraham Maslow 12

- a. Views on Theory of Human Motivation.
- b. Need Hierarchy

Unit 8: Peter Drucker 12

- a. Management by Objectives
- b. New Public Management
- c. Knowledge Society and Knowledge Workers

Readings:

1. Ali Shum Shum Nisa, 1984, *Eminent Administrative Thinkers*, New Delhi, Associated Publishing House.
2. Hooja Rakesh and Ramesh K. Arora (ed), 2007, *Administrative Theories, Approaches, Concepts and Thinkers in Public Administration*, Jaipur, Rawat Publications.
3. Maheshwari S.R., 2003, *Administrative Thinkers*, New Delhi Macmillan India.
4. Prasad Ravindra, V. S. Prasad, P Satyanarayana and Y. Pardhasarathi (ed), 2010, *Administrative Thinkers*, New Delhi, Sterling Publishers Pvt. Ltd.
5. प्रसाद रवींद्र डी. व इतर, वासंती फडके (अनु), 2010, *अॅडमिनिस्ट्रेटिव थिंक्स*, पुणे, के सागर पब्लिकेशन्स.
6. Rathod P.B, 2006, *The Galaxy of Administrative Thinkers*, Jaipur, ABD Publishers.

7. पाटील व्ही. बी., 2017, *समग्र लोकप्रशासन*, पुणे, के सागर पब्लिकेशन्स.
8. Shafritz Jay M. and Alber C. Hyde(ed), 1987, *Classics of Public Administration*, Chicago Illinois, The Dorsey Press.
9. Sharma Deepak, 1993, *Administrative Thought of Herbert A. Simon*, Delhi, Kalinga Publications.
10. Sharma Manoj, 2004, *Administrative Thinkers*, New Delhi, Anmol Publication.
11. Singh R. N., 1977, *Management Thought and Thinkers*, Delhi, Sultan Chand and Sons.

SKILL ENHANCEMENT COURSE (SEC)

(Value/Skill Based Course)

Savitribai Phule Pune University

Public Administration

Syllabus of T.Y.B.A. (Extra Credit)

Value/Skill Based Course

Samyukta Maharashtra Movement

Objectives:

1. This Course is an introduction to the political process in Maharashtra with special reference to regionalism sub-regionalism and Samyukta Maharashtra Movement.
2. The aim of the course is that students are expected to understand both the historical evolution of Maharashtra's politics and different analyses of politics of the state.
3. It tries to acquaint students with the main issues and concerns in the public life of a regional society as it shaped in the concept of colonialism, nationalism and modernity.

SEMESTER – V

SEC-2C(2)

UNIT - I

1. Regional Aspirations in India

- a. Concept of Regionalism: Its Nature
- b. Genesis of Regionalism in India
- c. Indian National Congress and Regionalism

UNIT - II

2. Samyukta Maharashtra Movement - I

- a. Emergence and Development of Regional Consciousness in Maharashtra
- b. Preferential Treatment for the 'Sons of Soil'
- c. Difficulties in the Formation of Samyukta Maharashtra

Readings:

1. बोकील नीता, २०१२, *महाराष्ट्राचा राजकीय इतिहास- १९६० ते १९७२*, मुंबई, मौज प्रकाशन.
2. घारे गोविंद, २०००, *आदिवासी समस्या आणि बदलते संदर्भ*, पुणे, सुगावा प्रकाशन.
3. कांबळे बाळ, २०१७, *भारतातील छोट्या राज्यांची मागणी*, नांदेड, अनुराधा प्रकाशन.
4. Jain V. Ashok, 1999, *Political Process in Maharashtra*, Mumbai, Sheth Publishers Pvt.Ltd.
5. Jayachandran Usha(eds.), 2014, *Human Development Report, Maharashtra 2012: Toward Inclusive Human Development*, New Delhi, Sage.
6. Kamble Bal, 2015, *Performance Of Scheduled Caste MLAs in Maharashtra Vidhan Sabha*, Nanded, Anuradha Publication.
7. Lele Jayant, 1982, *Elite Pluralism and Class Rule, Political Development in Maharashtra*, Mumbai, Popular.
8. पळशीकर सुहास आणि नितीन बिरमल(संपा.), २००२, *महाराष्ट्राचे राजकारण : राजकीय प्रक्रियेचे स्थानिक संदर्भ*, पुणे, प्रतिमा प्रकाशन.
9. Palshikar Suhas and Rajeshwari Deshpande, 1999, *Maharashtra: Electoral Politics and Structures of Domination*, Pune, Dept. of Politics and Public Administration, University of Pune.
10. पळशीकर सुहास आणि कुलकर्णी सुहास(संपा.), २००७, *महाराष्ट्रातील सत्ता संघर्ष : राजकीय पक्षांची वाटचाल*, पुणे, समकालीन प्रकाशन.
11. पवार प्रकाश, २००९, *महाराष्ट्राच्या सत्ता संघर्षाचा आलेख*, पुणे, डायमंड प्रकाशन.
12. पवार प्रमोद, कांबळे बाळ आणि इतर(संपा.), २०१९, *महाराष्ट्रातील स्थित्यंतरे*, जळगाव, अथर्व प्रकाशन.
13. पवार वैशाली, २०१२, *महाराष्ट्राच्या सत्ता संघर्षाचा आलेख*, पुणे, डायमंड प्रकाशन.
14. Phadk Y. D., 1979, *Politics and Language*, Mumbai, Himalaya Publishing House.
15. Thakkar Usha and Kulkarni Mangesh, 1995, *Politics in Maharashtra*, Mumbai, Himalaya Publishing House.

Savitribai Phule Pune University

Public Administration

Syllabus of T.Y.B.A. (Extra Credit)

Value/Skill Based Course

Samyukta Maharashtra Movement

Objectives:

1. This Course is an introduction to the political process in Maharashtra with special reference to regionalism sub-regionalism and Samyukta Maharashtra Movement.
2. The aim of the course is that students are expected to understand both the historical evolution of Maharashtra's politics and different analyses of politics of the state.
3. It tries to acquaint students with the main issues and concerns in the public life of a regional society as it shaped in the concept of colonialism, nationalism and modernity.

SEMESTER – VI

SEC-2D(2)

UNIT - I

1. Samyukta Maharashtra Movement - II

- a. Rethinking on the Bilingual Bombay state
- b. Formation of the Samyukta Maharashtra
- c. The aftermath of the formation of Samyukta Maharashtra

UNIT - II

2. Emergence of Sub-Regionalism in Maharashtra

- a. Regional Imbalance and Regional Development Boards
- b. Seperate Vidarbha State
- c. Marathwada Vikas Andolan

Readings:

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