



ଓଡ଼ିଶା ରାଜ୍ୟ ମୁକ୍ତ ବିଶ୍ୱବିଦ୍ୟାଳୟ, ସମ୍ବଲପୁର, ଓଡ଼ିଶା
Odisha State Open University, Sambalpur, Odisha
Established by an Act of Government of Odisha.

Syllabus

MASTERS OF ARTS IN PUBLIC ADMINISTRATION (MAPA)

(Effective from Academic Year 2022-2023)

Mission and Objectives

- To promote understanding of the operations of public organizations in political, social, legal, and economic environments.
- To understand and analyze policies, programs, problems, and issues and make pertinent recommendations
- To promote familiarity with the substantive character of, and problems in the implementation of specific areas of public policy.
- The main objective of the programme is to impart the students the important skills like conceptual, entrepreneurial, and analytical skills for the acquisition of academic theory and skills to foster an ethical and enduring commitment to the public service values of serving the public interest with accountability and transparency.
- To encourage students to acquire knowledge, skills and capabilities arising from the need for a more efficient and effective public administration
- To equip the students for seeking suitable employment ability
- To impart knowledge and develop understanding of research methodology and its application for research relevant to problems of governance.

Prospective Target group of learner's

- Learners with graduate degree in the discipline of Public Administration or graduates in any other discipline who have a keen interest and are ready for exploring career opportunities in Public Administration.
- Working personnel's working in public sector or non-governmental sector to impart skills needed for a public sector environment.

Learning Outcomes

- After completing the course, a learner can opt for opportunities provided by Government of India on operational areas like Business Management /Finance/ Economics/Accounting; Engineering; Foreign Affairs and International Policy and Operations; Human Resources/Information Technology/Legal; International and Domestic Security; Office Support Professionals; and Senior Executive Service.
- After completing the course learners will have a fair understanding of theories, concepts and 2 practices relevant to public administration and its sub-fields.
- They can also prepare themselves for a career in teaching and research.
- After completing the course, learners will assess their knowledge and experience of ethics and integrity in public service and reflect on ways to incorporate public service values in administering agencies, policies and programs.
- Learners with strong knowledge in public administration can deal with critical issues such as helping organizations meet the ever-changing needs of the general population while at the same time attempting to avoid tax increases, implementing information technologies that better connect citizens and their governmental representatives, and improving responses to natural disasters.

Curriculum design

- Rationale and Architecture:

The Masters course, spread over four semesters besides providing the skill component attempts to provide the students a deeper and broader understanding of the subject. It attempts to enhance their research ability to add new thinking and concept into its body of knowledge.

This is 64 credits programme with 32 credits in the First year and 32 credits in the Second year.

This course will be taught with

- Contact Classes
- SLMs
- OER available materials
- Field Visits
- Exposure Visits
- Project Report

COURSE STRUCTURE

Year/ Semester	Course Code	Title of the Course	Credit	
1st Year	1st Semester	MPA-101	Administrative Theory	4
		MPA-102	Administrative Thinkers	4
		MPA-103	Indian Administration	4
		MPA-104	Decentralisation and Local Governance	4
	2nd Semester	MPA-201	Organisational Behaviour	4
		MPA-202	Public Personnel Administration	4
		MPA-203	Public Policy and Analysis	4
		MPA-204	Comparative Public Administration	4
	2nd Year	3rd Semester	MPA-301	Development Administration
MPA-302			Financial Administration	4
MPA-303			Research Methodology	4
MPA-304			Human Resource Management	4
4th Semester		MPA-401	Disaster Management and Environmental Governance	4
		MPA-402	Citizen Administration Interface and E-Governance	4
		MPA-403	Social Welfare Administration	4
		MPA-404	Project Work	4
TOTAL			64	

Semester-I

MPA-101: Administrative Theory

Block-1 Introduction to Public Administration

Unit-1 Public Administration: Nature and Scope of Public Administration, Administration as Organisation, Public Vs. Private Administration, Role of Public Administration in Developing Countries

Unit-2 Development of the Concept of Organisation, Types of Organisation: Formal & Informal

Unit-3 Evolution of the discipline of Public Administration and Six Paradigms in Public Administration, Development of Public Administration in India

Unit-4 Development of Administration Theory: Classical, Modern & Post Modern

Block- 2 Principles of Organization

Unit-5 Hierarchy, Unity of Command and Span of Control

Unit-6 Authority and Responsibility, Coordination, Centralisation and Decentralisation

Unit-7 Principles of Organization: Delegation of Authority, Delegated Legislation, Administrative Adjudication

Unit-8 Supervision, Line and Staff- Head Quarter and Field Relations

Block- 3 Administrative Theory: Classical, Neo-Classical & Modern Theory

Unit-9 Classical Theory- its Features and Criticisms, Paradigms of Classical Theory-Politico-Administrative Dichotomy, Scientific Management, Administrative-Management-Bureaucratic Theory

Unit-10 Neo-Classical Theory: Human Relations Theory, Behavioral Approach, Socio-Psychological Approach

Unit-11 Systems Approach, Decision-Making Theory with Special Reference to H. Simon

Unit-12 Ecological Approach

Block- 4 Contemporary Developments in Public Administration

Unit-13 New Public Administration, New Public Management

Unit-14 Good Governance Approach, Feminist Approach to Public Administration, Networking Governance

Unit-15 State, Market and Civil Society, People's Participation

Unit-16 Impact of Globalization on Public Administration, Public Administration in 21st Century

MPA-102: Administrative Thinkers

Block-1 Classical Thinkers

Unit-1 Kautilya & Woodrow Wilson

Unit-2 FW Taylor & Henry Fayol

Unit-3 Karl Marx & Max Weber

Unit-4 Luther Gullick & Lyndall Urwick

Block- 2 Neo -Classical Thinkers

Unit-5 Elton Mayo

Unit-6 M.P. Follet

Unit-7 Chester Barnard

Unit-8 Chris Argyris

Block-3 Modern Thinkers

Unit-9 A.H. Maslow

Unit-10 Frederick Herzberg

Unit-11 D. McGregor

Unit-12 Herbert Simon

Block-4 Modern Thinkers of 21st Century

Unit-13 Peter Drucker

Unit-14 Fred W. Riggs

Unit-15 Renis Likert

Unit-16 Dwight Waldo

MPA-103: Indian Administration

Block-1 Historical Background of Indian Administration

Unit-1 Evolution of Indian Administration- Gupta's Administration

Unit-2 Mughal Administration

Unit-3 British Administration

Unit-4 Philosophy, Objectives and basic features of Indian Constitution

Block- 2 Central Administrative System

Unit-5 Central Administration: Structure of Central Government- Cabinet-Council of Ministers

Unit-6 Cabinet Secretariat

Unit-7 Prime Minister's Office

Unit-8 Institutional Mechanisms of Planning -NITI Ayog- the apex public policy think-tank

Block- 3 State Administrative System

Unit-9 State Administration: Structures of State Administration- Governor, Chief Minister -Council of Ministers

Unit-10 State Secretariat- Chief Secretary-State Services- SPSC, State Planning Board

Unit-11 District Administration-District Collector-Role and Functions of District Collector

Unit-12 Block Administration

Block-4 Control Mechanisms & Issues in Indian Administration

Unit-13 Judicial System, Legislative Control over Executive- Parliamentary Committee System

Unit-14 Election Commission and Finance Commission

Unit-15 Union Public Service Commission

Unit-16 Recommendations of Administrative Reform Commissions – ARC I and ARC II

MPA-104: Decentralisation and Local Governance

Block-1 Decentralisation and Development

Unit-1 Decentralisation and Development, Concept, Evolution and Significance of Democratic Decentralisation

Unit-2 Contextual Dimensions of Democratic Decentralisation-I, Political Constitutional and Administrative- Rational and necessity of Local Self-Governance

Unit-3 Contemporary Dimensions of Democratic Decentralisation-II, Empowerment and Participatory Governance.

Unit-4 Local Government and Local Governance, Evolution of Local Self-Governance in India

Block-2 Rural Local Self-Government in India

Unit-5 Nature of Rural Society in India, Growth and Evolution of Panchayati Raj Institutions in India, Main Provisions of 73rd Constitutional Amendment Act, 1992

Unit-6 Organization & Working of Panchayati Raj Institutions in Odisha, Legislations for Panchayat System in Odisha, State Election Commission

Unit-7 Panchayati Raj Personnel: Administrative Setup, Rural Problems and Challenges

Unit-8 Finances of Panchayati Raj Institutions in India. Rural Problems and Challenges

Block-3 Urban Local Self- Government in India

Unit-9 Trends of Urbanization in India, Urban Local Bodies and Special Agencies: Notified Area Committee, Town Area Committee, Cantonment Board and Improvement Trust. Structure of Urban Local Bodies in India

Unit-10 Functions of Urban Local Governments in India.74th Constitutional Amendment Act. 1992.
Odisha Municipality Act, Finances of Urban Local Governments in India

Unit-11 State Finance Commission

Unit-12 Fundamental Urban Development Programmes

Block-4 Issues of Local Governance in India

Unit-13 Devolution of Powers to Rural and Urban Local Bodies: The Debate

Unit-14 State Control over Local Bodies: Legislative Control, Administrative Control, Financial Control & Judicial Control, the debate on State Local Relations

Unit-15 Participation of Women and other marginalized groups in Local Governance

Unit-16 Local Self Government in the Era of Globalisation. New Localism, Glocalisation

Semester-II

MPA-201: Organisational Behaviour

Block-1 Overview of Organization Behaviour

Unit-1 Organizational Behaviour: Concept and Nature, Organizational implications of individual Behaviour

Unit-2 Foundations of OB- Organizational Behaviour Models, Classical, Neo-classical and Modern

Unit-3 Authority, Responsibility and Accountability, Centralization and Decentralization

Unit-4 Directing, Coordinating, Controlling: Nature, Process and Tools

Block-2 Employees, Attitude, Behaviour and Personality

Unit-5 Job Attitude, Value, Perception and Ability of Employees

Unit-6 Individual Behaviour and Learning

Unit-7 Perception

Unit-8 Personality

Block-3 Motivation, Leadership, Communication & Organizational Conflict

Unit-9 Motivation: Meaning, Types and Theories of Motivation

Unit-10 Leadership: Concept, Types, Styles, Theories of Leadership

Unit-11 Group Dynamics of OB- Interpersonal Communication, Transactional Analysis

Unit-12 Communication and Conflict Management

Block-4 Organizational Development Change and Interventions

Unit-13 Organizational Change: Meaning and Nature Resistance to Change, Factors of Organizational Changes

Unit-14 Organizational Effectiveness and its Features, Approaches to Measure Effectiveness

Unit-15 Organizational Development: Concept and Process

Unit-16 Organizational Development Interventions- Management by Objectives

MPA-202: Public Personnel Administration

Block-1 Introduction to Personnel Administration

Unit-1 Public Personnel Administration: Evolution, Scope and Significance, Functions of Personnel Administration, Role of a Personnel Manager

Unit-2 The Concept of career Civil Service, Evolution of the Concept in UK, USA, France and China

Unit-3 System of Classification – Meaning and Bases of Classification and Types

Unit-4 Privileges of Civil Service in different Countries, Major Problems in Public Personnel Administration

Block-2 Public Personnel Administration in India

Unit-5 Civil Services in India, Constitutional Provisions with regard to Civil Services in India

Unit-6 Recruitment of Civil Service Personnel- Meaning and Methods, Forms of Recruitment: A comparison of different Countries, Recruitment System in India – All India Services and Central

Services

Unit-7 Recruitment Agencies at Union and State level – UPSC and OPSC- Composition, Functions and Powers

Unit-8 Code of Conduct for Civil Services in India and other Countries, Pay and Service Conditions

Block-3 Training and Promotion

Unit-9 Training – Meaning, Objectives and Types, The Indian Perspective in comparison to other Countries

Unit-10 Techniques of Training for Civil Services in India in comparison to other Countries. Training Institutes in India and Odisha

Unit-11 Promotion: Methods of Promotion, Performance Appraisal, Promotion Procedure for Civil Services in India.

Unit-12 Reforms in Promotion System Civil Services in India, Recommendations of ARC in Recruitment, Training and Promotion

Block-4 Contemporary Issues in Public Personnel Administration

Unit-13 Morale in Civil Service, Civil Service Neutrality, Integrity in Civil Services, Problems of Generalist and Specialists Relationship, The Indian Perspective

Unit-14 Emerging concepts and notions like lateral entry into higher Civil Service, Skill Development and Mission Karma Yogi.

Unit-15 Employer- Employee Relations, Right to form Association and Union of Civil Servants, Joint Consultative Machinery in India.

Unit-16 Administrative Ethics in Governance, Institutional Devices to Control Administrative Excesses- Administrative Courts, Procurators, Ombudsman, Administrative Vigilance, ARC Recommendations, Good Governance initiatives in India

MPA-203: Public Policy and Analysis

Block-1 Introduction to Public Policy

Unit-1 Understanding Public Policy, the Policy Cycle, Significance of Public Policy

Unit-2 History of Policy Science, Factors leading to its emergence

Unit-3 Types of Public Policy

Unit-4 Approaches to Public Policy- Public Choice Approach, Importance of Public Policy making in Contemporary Context

Block-2 Policy Formulation

Unit-5 Models of Policy-Formulation- Decision-Making Model, Systems Model and others

Unit-6 Structural arrangement in Policy-Formulation in India, Role of Cabinet Secretariat and Prime Minister's Office in Policy-Making, Role of Inter-Governmental Relations in Policy-Making

Unit-7 Role of International Agencies in Policy Formulation

Unit-8 Role of Civil Society Organizations in Policy-Making, Constraints in Policy-Formulation

Block-3 Policy-Implementation

Unit-9 Models of Policy Implementation

Unit-10 Monitoring of Policy Implementation

Unit-11 Role of Various Agencies in Policy Implementation in India, Policy Implementation Problems

Unit-12 Participation of Local Bodies in Policy-Implementation in Odisha

Block-4 Understanding Policy Evaluation

Unit-13 Understanding Policy Evaluation, Models and Approaches

Unit-14 Methods and Techniques of Policy Analysis- some case studies

Unit-15 Administrative Reforms in Policy-Implementation and Evaluation in India

Unit-16 People's participation in Policy-Making and Policy-Implementation process in India

MPA-204: Comparative Public Administration

Block-1 History of Comparative Public Administration

Unit-1 Meaning, Nature and Scope of Comparative Public Administration, Evolution of the Comparative Public Administration (CPA)

Unit-2 Approaches to the Study of Comparative Public Administration

Unit-3 Ecology and Public Administration, Emerging Trends in Comparative Public Administration

Unit-4 Contribution of Fred Riggs and Ferrell Heady, Importance of Comparative Public Administration

Block-2 Theories and Models in Comparative Administration

Unit-5 The Traditional Bureaucratic Approach and its Critiques

Unit-6 Rigg's model of Comparative Public Administration

Unit-7 A Comparative Study of Weberian Model and Socialist Model

Unit-8 Institutional Approach

Block-3 Comparative Administrative System of major Developed and Developing Countries

Unit-9 A Comparative Study of Administrative System in UK and France

Unit-10 A Comparative Study of Administrative System in USA and India

Unit-11 A Comparative Study of Russian and Chinese Administrative System, Administrative Systems in China

Unit-12 A Comparison between Western Models and Chinese Model

Block-4 Issues in Comparative Public Administrative Systems

Unit-13 Various Legislative Control Mechanisms over Administration in UK, and India

Unit-14 Various Legislative Control Mechanisms over Administration in USA, France and China

Unit-15 Various Judicial Control Mechanisms over Administration in UK, USA, France and India

Unit-16 Comparative Public Administration in 21st Century

Semester-III

MPA-301: Development Administration

Block-1 History of Development Administration

Unit-1 Nature and Scope of Development Administration, Factors leading to the emergence of Development Administration, Development Administration and Administrative Development, Traditional Public Administration and Development Administration

Unit-2 Features of Developing and Developed Countries, Problems of Developing Countries, Role of Public Administration in Developed and Developing Countries

Unit-3 Approaches to Development, Human Development Index, Millennium Development Goals, SDG Approach

Unit-4 Evolution of Development Administration in the Indian Context

Block-2 Bureaucracy and Development Administration

Unit-5 Bureaucracy and Development Administration

Unit-6 Weberian Model of Bureaucracy and Development Administration, its Critiques-Public Choice Approach

Unit-7 Riggsian Model of Development Administration

Unit-8 Decentralization and Development, Changing Profile of Development Administration.

Block-3 PRIs and Development Administration

Unit-9 Goals of Development in India, Mixed Economy Model, Various Development Strategies

Unit-10 Major Rural and Urban Development Programmes like MGNREG and National Health Mission

Unit-11 Role of Rural and Urban local bodies in Development Administration

Unit-12 District Planning, Composition and Functions of District Planning Committee, Changing role of the District Collector as a Coordinator and Development Officer

Block-4 Mechanisms of Administrative Development in India

Unit-13 Role of NGOs in Development Administration

Unit-14 Role of Self-Help Groups in Development Administration

Unit-15 Role of Cooperatives in Development Administration in India, Significance of Specialized Development Agencies

Unit-16 Changing Profile of Developmental Administration in India and Good Governance Initiatives

MPA-302: Financial Administration

Block-1 Introduction to Financial Administration

Unit-1 Financial Administration: Meaning, Nature, Scope & Signification

Unit-2 Principles of Financial Administration

Unit-3 Budget- Meaning, Nature and Principles, Types- Line-item Budget and Performance Budget

Unit-4 Recent Concepts- Zero-Base Budget, Gender Budget, Budget as a Political Instrument

Block-2 Indian Budgetary System

Unit-5 Constitutional Provisions in India

Unit-6 Preparation of Budget, Parliamentary Committees in Budget -Making

Unit-7 Enactment and Execution of Budget

Unit-8 Budgetary System Reforms in India

Block-3 Monetary and Fiscal Policies

Unit-9 Ministry of Finance, Role of Reserve Bank of India

Unit-10 Parliamentary Control over public expenditure, Centre-State Financial Relations, Finance Commission

Unit-11 Resource Mobilization and Division of Resources

Unit-12 Tax Administration and Reforms

Block-4 Financial Accountability

Unit-13 Financial Accountability- Meaning and Significance

Unit-14 Audits and Accounts, Role of CAG

Unit-15 New Concepts-Social Audit, Green Audit, Gender Audit

Unit-16 Parliamentary Financial Control, Financial System Reforms in India

MPA-303: Research Methodology

Block-1 Introduction to Research

Unit-1 Meaning and Objectives of Research, Scientific Method and Non-Scientific Methods, Importance of Research in Social Science

Unit-2 Theory Building and Understanding the Language of Research

Unit-3 Identifying the Research Problem, Types of Research Design, Special focus on Qualitative Research Design, Basics of Feminist Research and Mixed Methods of Research

Unit-4 Research Process, Quantitative and Qualitative Research, Case Study Method: Objectives and Characteristics of Case Study Method, Forms of Case Study, Steps in Case Study, Advantages of Case Study, Disadvantages of Case Study

Block-2 Problem Identification and Formulation in Research, Research Design and Data Collection

Unit-5 Significance of Literature Review, Process and Formulation of Research Questions

Unit-6 Meaning of Hypothesis. Types, Sources and Features of an Ideal Hypothesis

Unit-7 Sampling, its types, Sampling in the context of Quantitative and Qualitative Research Design, Sampling Error.

Unit-8 Data and its types, Methods of Secondary Data Collection, Tools of Data Collection- Observation and its types, Questionnaire and Interview, Other Methods of Data Collection

Block-3 Tools and Techniques of Quantitative Research

Unit-9 Survey Research: History and Features, Types of Survey Research

Unit-10 Measures of Central Tendency – Mean, Median, Mode, Measures of Dispersion – Minimum, Maximum, Range, Variance, Standard Deviation

Unit-11 Test of Hypothesis- Chi- Square and ANOVA

Unit-12 Levels of Measurement – Nominal, Ordinal, Interval and Ratio Scale, working with Functions and Charts using Excel

Block-4 Report writing and Citation

Unit-13 Tabulation of Data, Diagrammatic and Graphic Presentation, Data Interpretations

Unit-14 Structure of a Research Report, Language

Unit-15 Citation and Referencing Style

Unit-16 Ethics in Research, Anti-Plagiarism issues in Report Preparation

MPA-304: Human Resource Management

Block-1 Introduction to HRM

Unit-1 Human Resource Management-Meaning, Nature, Evolution and Scope

Unit-2 Human Resource Management Functions and Significance

Unit-3 Personnel Management and HRM - A Comparison, HRM as a Profession, Qualities of a HR Manager

Unit-4 Strategic Human Resource Management, Recent Trends in HRM

Block-2 Human Resource Planning

Unit-5 Human Resource Planning- Meaning, Nature and Significance, Barriers to Human Resource Planning

Unit-6 Job Design and Job Analysis, Role Analysis

Unit-7 Recruitment and Selection Models

Unit-8 Promotion, Human Resource Mobility-Transfer

Block-3 Human Resource Development

Unit-9 Concept of Human Resource Development, Difference between HRD and HRM, Concept of Learning Organization

Unit-10 Training and Development, Employee Capacity Building Strategies

Unit-11 Performance Management- Performance Appraisal, Compensation, Incentives and benefits

Unit-12 Total Quality Management, Redeployment and Reskilling

Block-4 Conflict Resolution and HRM

Unit-13 Understanding a Conflict and Constructive Conflict Methods of Conflict Resolution, Barriers to Conflict Resolution

Unit-14 Employer-Employee-Relations– Whitley Commission Recommendations, Collective Bargaining

Unit-15 Participative Management and dispute resolution in Human Resource Management

Unit-16 Discipline and Grievance Management, Recent developments

Semester-IV

MPA-401: Disaster Management and Environmental Governance

Block-1 Introduction to Disaster Management

Unit-1 Meaning and Classification of Disasters, Disaster Management: Meaning and Nature, History of Disaster Management- International Perspectives

Unit-2 Disasters and Development, Disaster Management Cycle

Unit-3 Disaster Management: Vulnerability and Risk Assessment

Unit-4 Contemporary Perspective on Disaster Risk Reduction

Block-2 Strategic Process in Disaster Management

Unit-5 Disaster Management Legislations in South Asian Countries

Unit-6 Disaster Management Act of India, 2005 and its Implementations

Unit-7 Disaster Preparedness – The Indian Context, Resource Analysis and Mobilization, Disaster Mitigation- Institutional arrangements at Union, State and Local Level

Unit-8 Components of Disaster Management Public Policy in India. Search, Rescue and Evacuation, Community Based Disaster Management

Block-3 Climate Change and Environmental Governance in India

Unit-9 Issues of Climate Change and Disasters

Unit-10 International Perspective to address Climate Change

Unit-11 Features of Environmental Governance in India. National Environment Policy, Different Levels of Environmental Governance in India. Central, State and Local

Unit-12 Conceptualizing Cities and Communities, Economic and Political life as a subset of the Environment, The Concept of Green Governance

Block-4 Management of the Eco-System

Unit-13 Defining the Eco-System, Various components of the System, Relevance of the issue to Disaster Management, Relating the people to the Ecosystems in which they live

Unit-14 Coastal Zone Management in India, Hill Development Policy

Unit-15 Solid Waste Management in India

Unit-16 Changing profile of Environmental Governance in India- 15th Finance Commission Report and Climate Change

MPA-402: Citizen Administration Interface and E-Governance

Block-1 Citizen and Administration

Unit-1 Concept of Citizen Centric Administration: Concept, Evolution, Features and Significance

Unit-2 Rights and Obligations of Citizens: Civic Culture

Unit-3 Government, Governance and Democracy, Civic Culture, Preconditions for Participatory Governance

Unit-4 Preconditions for Participatory Governance

Block-2 Tools and Mechanisms

Unit-5 Citizen Charter - Evolution, Features and Applications

Unit-6 Social Audit - Evolution, Features and Applications

Unit-7 Administrative Accountability- RTI and Time bound Act

Unit-8 Citizen Engagement initiatives of GoI (My-Govt.) at National Level

Block- 3 Concept of E-Governance

Unit-9 E-Governance: Concept, Strategies and Significance, E-Democracy

Unit-10 Technology and Society, Information and Communication Technology: Concept and Components, Role of ICT in Administration

Unit-11 Origin of E-Governance in India

Unit-12 Digital India and digital divide, Governance of Public Services through ICT and E-Government readiness of India

Block- 4 Digitalization of Administration

Unit-13 Administrative Organization Culture towards ICT Based Reforms, Measures to be taken before introducing e-Governance

Unit-14 Legal Framework of e-Governance, Framework for Citizen Engagement in e-Governance, Improving Self- Governance at local bodies through ICT

Unit-15 Overview of National e-Governance Division, Overview of National e-Governance Plan (NeGP), Mission Mode Projects- Central, State and Integrated Some Case Studies from Odisha

Unit-16 National Policy on Information and Technology

MPA-403: Social Welfare Administration

Block-1 Introduction to Social Welfare Administration

Unit-1 Concept of Social Welfare, Major traits of Social Welfare, Social Welfare and Related Concepts- Social Work and Social Welfare

Unit-2 Emergence of a Welfare State and Evolution of Social Welfare Administration, Basic Principles of Social Welfare Administration

Unit-3 Approaches to Social Welfare- The debate on social equity and social welfare -the International Perspective

Unit-4 Social Exclusion and Inclusive Development, Social Security and Social Protection

Block-2 Social Welfare Administration in India

Unit-5 History of Social Welfare Administration in India, Welfare to Empowerment to Entitlement

Unit-6 Constitutional Provisions for Social Welfare in India

Unit-7 Institutional Mechanisms in India- Social Welfare Ministry, Central Social Welfare Board, State Social Welfare Board

Unit-8 Composition and Functions of Human Rights Commission and other Institutional Mechanisms

Block-3 Universal Social Welfare Programmes

Unit-9 Social Welfare and Public Administration: Exploring beneficiary Categories in India (Scheduled Caste, Scheduled Tribes, Gender, Minority, Occupation)

Unit-10 Role of Civil Society in Social Welfare, Role of Non-Governmental Organizations in Social Welfare

Unit-11 Health Care and Social Welfare, Right to Food Security, Provisions of Right to Food Security Act, 2013

Unit-12 Education as the Social Sector, Right to Education Act, 2009

Block-4 Development of Social Welfare

Unit-13 Approaches to Women's Development in India

Unit-14 Welfare Policies for Children, Disabled and aged in India

Unit-15 Welfare Policies for SC, ST and OBC in India

Unit-16 Tribal Welfare Administration, Administration in Scheduled Areas, Forest Rights Act, 2006

MPA-404: Project Work