



CLUSTER UNIVERSITY OF SRINAGAR

SYLLABUS (FYUP UNDER NEP 2020)

UG- 2nd Semester (NEP)

Subject: Public Administration

Course Title: Administrative Theory (Major)

Course Code: UGPUB22J201

Contact Hrs: 60 (Theory: 45, Tutorial: 15)

Total Credits: 04 :(Theory: 03; Tutorial/Practical = 01)

Max. Marks: 100

Theory External: 75

Tutorial (Internal): 25 Marks

Objectives and Learning Outcomes: This course is designed to develop a sound understanding of administrative theories, and its impact on the field of Public Administration. The critical engagements with the theories of Administration will allow the students to comprehend the multi-faceted working mechanism of Administration. The course shall also create greater understanding of the developments taking place in the field of Administrative theory and interconnection between the theory and functioning of the Administrative System.

Unit I.	Classical Approach a) Development and Growth of Administrative Theories b) Henry Fayol: Principles of Administration c) F. W. Taylor: Scientific Management Theory d) Max Weber: Bureaucratic Theory
Unit II.	Human Relations Theory And Decision-Making Approach a) Elton Mayo: Human Relations Theory b) Critical Analysis and Relevance of Human Relation Theory c) Herbert Simon: Decision-Making d) Criticism and Evaluation of Decision-Making Approach
Unit III.	Socio-Psychological Approach a) Abraham Maslow: Need Hierarchy Theory b) Douglas McGregor: Theory X and Theory Y c) Fredrick Herzberg: Two-Factor Theory d) Critical Analysis and Relevance of Socio Psychological Approach
Tutorials	
Assignment/Group Discussions/Presentation/Quiz/Book Review/Field Survey (Followed by Viva-Voce)	
Unit IV.	a) Systems Approach b) Views of David Easton c) Chester Bernard: Contribution-satisfaction equilibrium d) Evaluation and relevance of Systems' Approach

Suggested Readings:

- D. Ravindra Prasad, V.S. Prasad, P. Satyanarayana Ed, Administrative Thinkers, SterlingPublishers, New Delhi, 1998.
- Nicholas, Henry, Public Administration and Public Affairs, New Delhi, Prentice-Hall of India, 2007.
- R.K. Sapru, Administrative Theories and Management Thought, Prentice Hall of India, New Delhi, 2006.
- S.R. Maheswari, Administrative Thinkers, Macmillan, New Delhi, 2000.
- Shumsunnisa Ali, Eminent Administrative Thinkers, Associated Publishing House, New Delhi, 1998.
- Laxmikanth, M, Public Administration. McGraw Hill Education: New Delhi, 2017
- F.W . Taylor: Scientific Management, Harper and Row Publishers, USA.
- George Elton Mayo, The Human Problems of Industrial Civilization, Harvard Business School Boston.
- Abraham Maslow, Motivation and Personality, Harper & Row, New York.
- Douglas Mc Gregor, Leadership and Motivation, MIT Press, Boston.