

## **COURSE OUTCOME OF PUBLIC ADMINISTRATION - 2020 – 2021**

### **SEM-I B.A I YEAR - : INTRODUCTION TO PUBLIC ADMINISTRATION.**

#### **BA I Year Course-1: Introduction to Public Administration.**

- To understand the nature and scope of Public Administration;
- To appreciate the methodological pluralism and synthesizing nature of knowledge in Public Administration;
- To comprehend the changing paradigms of Public Administration;
- To acquaint with the theories, approaches, concepts and principles of Public Administration;
- To understand the administrative theories and concepts to make sense of administrative practices.
- To Understand public administration theory and concepts from multiple perspectives;
- Role of Public Services in the Emergence and Development of New State of Telangana
- To appreciate the emerging issues in New State of Telangana in the context of changing role of state, market and civil society

### **SEMESTER-II: DEVELOPMENT DYNAMICS AND EMERGING TRENDS**

- To Appreciate the nature, scope and changing paradigms of Public Administration;
- To understand the synthesizing nature of knowledge of public administration from public Perspective.
- Grasp the administrative theories, concepts and principles to make sense of administrative
- Practices with emerging trends.
- Understand the world of public administration from the public perspective and provide foundation for further studies in Public Administration.

## **BA II Year**

### **SEM-III: UNION ADMINISTRATION**

- To understand the historical evolution and socio-economic, political, cultural and global Context of Indian Administration;
- To identify the transformative role of Indian Administration;
- To make out the multi-dimensionality of problems and processes of Indian Administration
- To understand the form and substance of Indian Administration
- To appreciate the emerging issues in Indian Administration in the context of changing role of State, market and civil society.
- Acquaint with the functioning of the Indian administration, at central levels and the responses of these systems in addressing the concerns of the people.
- Acquaint with India's development experience and changing role of administration

### **SEC- I & II: Public Office Administration & Office Process:**

- To understand the Concept of office.
- To comprehend the administration process in office.
- To identify the challenges of public office administration in the background of ICT.
- To sketch out the impact of technology in Office Administration .

### **SEMESTER-IV: STATE ADMINISTRATION AND EMERGING ISSUES**

- Discern the connects and disconnects between structure, purpose and process and results in Indian Administration;
- Understand the Indian Administration role as the main instrument of State to achieve its developmental goals;
- Acquaint with the functioning of the Indian administration, at State levels

- Appreciate the varying historical, socio-economic, political and other conditioning factors that gave Indian Administration its distinct nature to the learner
- Acquaint the learner with the required knowledge of administrative science and government in action and the contemporary issues in public affairs management
- Understand the role of Public Services in the new State of Telangana.
- To understand the role of public services in Redressal of Citizen Grievances: Transparency, Accountability and Right to Information Act.

### **SEC III& IV – Technology and office Administration & Techniques of Office Administration:**

- Understand the meaning and related concepts of Office and Office Management.
- Explain the filing and record management.
- Identify the issues and challenges in functioning of public office.

## **BA III Year**

### **SEMESTER V PAPER V HUMAN RESOURCE MANAGEMENT**

- To comprehend the nature, scope, structure & processes of human resource management;
- To identify the systems and processes of financial and material management;
- To appreciate institutional capacity building strategies and programmes; and
- To understand the changing paradigms of Resources management.
- Understand the way in which the public power is exercised and public resources are managed and expanded;
- Unravel the varying methods of performance assessment of public institutions; and
- Appreciate the changing paradigms of human resource management.

### **SEMESTER VI PAPER VI –FINANCIAL AND MATERIAL MANAGEMENT**

- Understand the way in which the public power is exercised and public resources are managed and expanded.
- Unravel the varying methods of performance assessment of public institutions.
- Appreciate the changing paradigms of human resource management.

## **Semester VI paper VI public office management**

### **BA III Year**

### **COURSE-IV C: PUBLIC OFFICE ADMINISTRATION (DSE-C)**

- To understand the concept of Office;
- To comprehend the administrative process in office;
- To identify the challenges of public office administration in the background of ICT
- To sketch out the impact of technology in office administration
- Understand the meaning and related concepts of Office and office management;
- Explain the filing and record management
- Identify the issues and challenges in functioning of public office.

### **Semester VI – Paper VIII- Technology and Office Administration.**

- Understand the meaning and related concepts of office and office management.
- Explain the filing and record management.
- Identify the issuers and challenges in functioning of public office

### **ELECTED PAPER –COURSE IV : LOCAL GOVERNANCE AND DEVELOPMENT IN INDIA (DCE-A)**

#### **SEMESTER V PAPER –VII – RURAL LOCAL GOVERNANCE**

- To understand the concept of Democratic Decentralization.
- To trace the evolution of local self – government in India.
- To comprehend the institutional arrangements and processes of rural and urban governance.
- To identify the challenges of development and the administrative responses.
- To sketch out the new organizational arrangements for delivery of public welfare programmes.

#### **SEMESTER VI – PAPER –VIII URBAN LOCAL GOVERNANCE**

- Critically appreciate the relationship of local governance and development.
- Appreciate the rural and urban institutional arrangements for development.
- Understand the processes and results of systems of delivery of welfare programmes.