

**20BB105 INDIAN ADMINISTRATION**

Hours Per Week :

L	T	P	C
4	-	-	4

Total Hours :

L	T	P
50	-	-

**Source :**

<https://previews.123rf.com>

**COURSE DESCRIPTION AND OBJECTIVE:**

This course introduces basic understanding, evaluation and analysis of Indian constitution, polity and administration.

The course objective is to make students critically analyse the evolution of administration, the functioning of government at the centre and state level besides local self-government as outlined in the constitution.

**COURSE OUTCOMES:**

Upon completion of the course, student will able to achieve the following outcomes:

COs	Course Outcomes	POs
1	Have an understanding and analysis of the evolution of administration in India.	1,2,5,6
2	Have a critical evaluation of philosophy of Indian Constitution.	2,5,6
3	In depth analysis of functioning of three organs of the State (Legislature, Executive and Judiciary)	2,5,6
4	Critical analysis of functioning of administration of state.	2,4,5,6
5	Critical analysis of administration at district and democratic decentralization.	2,5,6

**SKILLS :**

- ✓ *Interprets the administrative matters in daily life*
- ✓ *Analyze the policy and identify the ground level problem associated with implementation*
- ✓ *Design and develop strategies to combat the ultimate leakages in policy*
- ✓ *Solid grounding in the skills required for planning, implementing, managing, and evaluating public sector programs*
- ✓ *Holistic understanding of the political, social, technological, and economic factors that influence the development and implementation of public policies*

**UNIT - I**

**L-10**

**Evolution of Indian Administration:** Meaning, scope and significance of Public Administration; Kautilya's Arthashastra; Mughal administration; Legacy of British rule in politics and administration - Indianization of public services.

**UNIT - II**

**L-10**

**Philosophical and Constitutional framework of government:** Salient features and value premises; Constitutionalism; Political culture; Bureaucracy and democracy; Bureaucracy and development.

**UNIT - III**

**L-10**

**Union Government and Administration:** Executive, Parliament, Judiciary - structure, functions, work processes Cabinet Secretariat; Prime Minister's Office; Central Secretariat; Ministries.

**UNIT - IV**

**L-10**

**State Government and Administration:** Union-State administrative, legislative and financial relations; Role of the Finance Commission; Governor; Chief Minister; Council of Ministers; Chief Secretary; State Secretariat; Directorates.

**UNIT - V**

**L-10**

**District Administration since Independence:** Changing role of the Collector; Union state- local relations District administration and democratic decentralization, Decentralization and Panchayat Raj; 73<sup>rd</sup> & 74<sup>th</sup> Constitutional amendment.

**TEXT BOOKS:**

1. Indian Administration by B.L. Fadia (Author), KuldeepFadia SahityaBhawan; New edition (2017)

**REFERENCE BOOKS:**

1. Administration: Institutions and Issues Ramesh K. Arora; NEW AGE; Third edition (1 January 2012)
2. Panchayati Raj In India by KuldeepMathur Oxford Short Introduction, 2013
3. Evolution of Indian Administration by S.R. Maheswari.