

M.A.(Hons)-5 Years Integrated Course –Public Administration
5th Semester
Social Welfare Administration-I

MPA-V-01

M.Marks = 100

Theory= 80

I.A. = 20

Time: 3.00 hrs.

Note: Attempt five questions, selecting one question from each Unit. Q.No. 9 is compulsory covering the entire syllabus. All questions carry equal marks.

UNIT-I

Basic Concepts: Social Welfare, Social Service, Social Work and Social Reforms.

UNIT-II

Distinction between Social Services and Social Welfare Services,
Distinction between Social Work and Social Welfare,
Methods of Social Work.

UNIT-III

Factors Determining Social Welfare Programmes,
Social Welfare Models,
Social Welfare Administration: Meaning, Nature, Scope and Principles.

UNIT-IV

Evolution of Social Welfare in India; Ancient, Medieval and British Period,
Indian Constitution and Social Welfare,
Five Year Plans and Social Welfare in India.

RECOMMENDED BOOKS:

D.R. Sachdeva, Social Welfare in India, Allahabad: Kitab Mahal, 2009

S.L. Goel, Social Welfare in India, New Delhi: Deep & Deep, 1988.

Surender Kataria, Social Welfare in Administration in India, Jaipur:RBSA, 2002

D.P. Chaudhary, Social Welfare Administration, Jaipur: College Book Depot, 1990.

T.N. Chaturvedi and S.K. Chandra, Social Administration Development and Change,
New Delhi: IIPA, 1980.

M.A.(Hons)-5 Years Integrated Course –Public Administration
5th Semester
Social Problems in India

MPA-V-02

M.Marks = 100

Theory= 80

I.A. = 20

Time: 3.00 hrs.

Note: Attempt five questions, selecting one question from each Unit. Q.No. 9 is compulsory covering the entire syllabus. All questions carry equal marks.

UNIT-I

Social Problem: Concepts, Meaning and Importance, Deviance and Social Disorganization.

UNIT-II

Structural Issues: Inequality of Caste, Class and Gender, Problems of Minorities.

UNIT-III

Problem and Issues: Female Foeticide, Dowry, Domestic Violence, Problems of Aged and Divorce.

UNIT-IV

Social Disorganization: Crime and Juvenile Delinquency, Corruption, Drug Addiction, Suicide, Prostitution and AIDS

RECOMMENDED BOOKS:

Ahuja, Ram (2000): Social Problems in India, New Delhi : Rawat Publications

Beteille, Andre (1992) : Backward Classes in Contemporary India, New Delhi :OUP

Beteille, Andre (1974): Social Inequality, New Delhi :OUP

Bereman, G.D. (1979) : Caste and Other Inequalities: Essay in Inequality, Meerut: Folklore Institute.

Dube, Leela (1997) : Women and Kinship, Comparative Perspectives on Gender in South and Southeast Asia, New Delhi: Sage Publication

Desai, Neera & Usha Thakkar (2007): Women in Indian Society, National Book Trust, India.

Gadgil, Madhav and Ramchandra Guha (1996): Ecology and Equality: The use and Abuse of Nature in Contemporary India, New Delhi: OUP

Gill, S.S. (1998): The Pathology of Corruption, New Delhi: Harper Colline Publishers.

Satya Murty, T.V. (1996): Region Religion, Caste, Gender and Culture in Contemporary India, New Delhi: OUP

M.A.(Hons)-5 Years Integrated Course –Public Administration
5th Semester
Rural Local Administration

MPA-V-03

M.Marks = 100

Theory= 80

I.A. = 20

Time: 3.00 hrs.

Note: Attempt five questions, selecting one question from each Unit. Q.No. 9 is compulsory covering the entire syllabus. All questions carry equal marks.

UNIT-I

Local Government: Meaning, Functions and Significance,
Evolution of Local Self Governments in India: Features of Lord Ripon's Resolution, 1882 ; Features of Royal Commission on Decentralization, Features Government of India Act, 1935, Regarding local Governments

UNIT-II

Community Development Programme and Local Governments, Features of Balwant Rai Mehta Committee, 1957; Features of Ashok Mehta Committee, 1978, Features and Impact of L.M. Singhvi Committee, 1985

UNIT-III

Features of 73rd Amendment Act, 1992;
Organization and Functions of Gram Sabha;
Organization and Functions of Gram Panchayat;
Organization and Functions of Panchayat Samiti.

UNIT-IV

Organization and Functions of Zila Parishad;
Financial Resources of Panchayati Raj Institutions;
Government Control over Panchayati Raj Institution;
Organization and Functions of District Planning Committee.

Recommended Books:

- S.R. Maheshwari, Local Government in India, New Delhi: Origin Longman, 1984.
- S.N. Mishra, New Horizons in Rural Development Administration, New Delhi: Mittal, 1989.
- Sahib Singh and Swinder Singh, Local Government in India, Jalandhar: New Academic Publication, 1992.
- Mohinder Singh, Rural Development in India, Current Perspectives, New Delhi: Intellectual Publication, 1992.
- Vasant Desai, Fundamentals of Rural Development; A Systems Approach, New Delhi: Himalaya Publication, 1991.
- M. Aslam, Panchayati Raj in India, New Delhi: NBT, 2007.

M.A.(Hons)-5 Years Integrated Course –Public Administration
5th Semester
Introduction to Computer

MPA-V-04

M.Marks = 100
Theory= 80
I.A. = 20
Time: 3.00 hrs.

Note: Attempt five questions, selecting one question from each Unit. Q.No. 9 is compulsory covering the entire syllabus. All questions carry equal marks.

UNIT-I

Evolution of Computer: Ancient Period, Middle Period and Modern Period,
Classification of Digital Computer, Characteristics and Importance

UNIT-II

Memory and Mass Storage Devices: Characteristic of Memory System, Types of Memory, Core Memory, Semi Conductor, Magnetic Tapes and Software

UNIT-III

Computer Networks and their Applications: Types of Computer Networks, Local Area Networking (LAN) Wide Area Networks (WAN), Public and Private Networks, Application of Computer Networks

UNIT-V

Internet and Its Application: Meaning, Definition and Importance of Internet, Applications of Internet in India, Pre-requisites for Establishment and Internet. Computer Virus: Meaning, Types and Precautions.

Recommended Books

1. Rajaraman V, Radhakrishanan T, “An Introduction to Digital Computer Design” Prentice-Hall of India Pvt. Ltd., 1988
2. Grauer R.T. & Sugrue P.K., “Micro-computer Applications”, MCGraw Hill, 1987
3. Batee T.C., “Digital Computer Fundamentals, 5th Edition, McGraw Hill, 1987
4. Rajaraman V., “Fundamental of Computers”, Prentice Hall, 1995
5. Subramanian N. “Introduction to Computers”, Fundamental of Computer Sciences, Tata McGraw Hill, 1986
6. Singh S, “Fundamental of Computer”, New Delhi: Khanna publications 1998.
7. Nasib Singh Gill, Fundamentals of Computer

M.A.(Hons)-5 Years Integrated Course –Public Administration
6th Semester
Social Welfare Administration - II

MPA-VI-01

M.Marks = 100

Theory= 80

I.A. = 20

Time: 3.00 hrs.

Note: Attempt five questions, selecting one question from each Unit. Q.No. 9 is compulsory covering the entire syllabus. All questions carry equal marks.

UNIT-I

Ministry of Social Welfare: Organization & Functions,
Social Welfare Administration of State: Organization and Functions,
Social Welfare Administration at District level: Organization & Functions.

UNIT-II

Role of Voluntary Organization in Social Welfare,
Features of Health and Family Welfare Programme,
Features of Women Welfare Programmes in India.

UNIT-III

Features of Child Welfare Programmes in India,
Features of Youth Welfare Programme in India,
Features of Aged Welfare Programme in India.

UNIT-IV

Features of SC and ST Welfare Programme in India,
Features of OBC Welfare Programme in India,
Features of Disabled Welfare Programme in India.

RECOMMENDED BOOKS:

D.R. Sachdeva, Social Welfare in India, Allahabad: Kitab Mahal, 2009

S.L. Goel, Social Welfare in India, New Delhi: Deep & Deep, 1988.

Surender Kataria, Social Welfare in Administration in India, Jaipur: RSBA, 2002.

D.P. Chaudhary, Social Welfare Administration, Delhi: Atma Ram & Sons, 1992.

D.K. Mishra, Social Administration, Jaipur: College Book Depot, 1990.

M.A.(Hons)-5 Years Integrated Course –Public Administration
6th Semester

Social Change and Development

MPA-VI-02

M.Marks = 100

Theory= 80

I.A. = 20

Time: 3.00 hrs.

Note: Attempt five questions, selecting one question from each Unit. Q.No. 9 is compulsory covering the entire syllabus. All questions carry equal marks.

UNIT-I

Social Change: Concept, Forms and Factors

UNIT-II

Theories of Social Change: Linear; Cyclical; Fluctuation; Conflict Theories (Marx)

UNIT-III

Social Change in Contemporary India: Trends and Processes of Change – Sanskritisation, Westernisation, Modernisation and Secularisation

UNIT-IV

State and Development in India: Strategies of Government's Development Schemes – Impact of Five Year Plan. Community Development Programme and Panchayati Raj Institutions, Impact of Panchayati Raj on Women Empowerment.

RECOMMENDED BOOKS:

Appadurai, Arjun (1997) , *Modernity At Large: Cultural Dimensions of Globalization*, New Delhi: OUP

Bernd, Hamns & Pandurang K. Mutagi (1998), *Sustainable Development and Future of Cities*, Intermediate Technology Publication, UNSECO

Dreze, Jean and Amartya Sen.(1996), *India: Economic Development and Social Opportunity* New Delhi. OUP

Desai, A.R. (1985), *India's Path of Development: A Marxist Approach* Bombay: Popular Parkashan (Chapter-2)

Dube, S.C. (1988), *Modernization and Development: The Search for Alternative Paradigm*, Vistaar Publication, New Delhi.

Dube, S.C. (2000) , *Vikas Ka Samajshastra*, Vani Parkashan, New Delhi.

Giddens, Anthony (1990). *The Consequences of Modernity*, Cambridge: Polity Press

Magdoff, Harry (2002), *Imperialism and Globalisation*. Cornerstone Publications, Kharagpur.

Myrdal. G. (1966). In Shanin. Theodor (Ed.) *Peasant and Peasant Societies*, Penguin.

Moor. Wilbert and Robert Cook. (1967). *Social Change*, New Delhi: Prentice-Hall (India)

N. Long (1977). *An Introduction to the Sociology of Rural Development*. Tavistock Publications, London.

Sharma. S.L. (1986). *Development Socio-Cultural Dimensions* Jaipur: Rawat(Chapter-I)

Srinivas, M.N. (1966). *Social Change in Modern India* Berkley: University of Berkley

S.C. Dube (1998) : *Modernization and Development*, New Delhi: Vistaar Publishers.

M.A.(Hons)-5 Years Integrated Course –Public Administration
6th Semester

Urban Local Administration

MPA-VI-03

M.Marks = 100

Theory= 80

I.A. = 20

Time: 3.00 hrs.

Note: Attempt five questions, selecting one question from each Unit. Q.No. 9 is compulsory covering the entire syllabus. All questions carry equal marks.

UNIT-I

Evolutions of Urban Local Bodies in India ,
Features of 74th Amendment Act, 1992 ,
Organization and Functions of Municipal Committee,
Financial Resources of Municipal Committee.

UNIT-II

Organization and Functions of Municipal Council,
Power and functions of the President of Municipal Council,
Financial Resources of Municipal Council,
Financial Difficulties of Municipal Council.

UNIT-III

Features of Haryana Municipal Corporation Act, 1994,
Organization and functions of Municipal Corporation,
Power and functions of Mayor of Municipal Corporation,
Financial Resources of Municipal Corporation.

UNIT-IV

Government Control over Urban Local Bodies ,
Personnel Management of Urban Local Administration,
Role of District Planning Committee in Urban Development.

Recommended Books:

U.B. Singh, Urban Administration in India, New Delhi: Serials, 2004
K.K. Puri, Local Self Governments, Jalandhar: Bharat Prakashan, Latest Edition
PSN Rao, Urban Governance and Management, New Delhi: Kanishka, 2006.
S.R. Maheshwari, Local Self Govt. in India, Agra: Lakshmi Narain, Latest Edition

M.A.(Hons)-5 Years Integrated Course –Public Administration
6th Semester

Environment Protection Administration

MPA-VI-04

M.Marks = 100

Theory= 80

I.A. = 20

Time: 3.00 hrs.

Note: Attempt five questions, selecting one question from each Unit. Q.No. 9 is compulsory covering the entire syllabus. All questions carry equal marks.

UNIT-I

Environment: Meaning, Definition, Scope and Significance,
Environment Ethics,
Environment Challenges in India.

UNIT-II

Environment Protection: Meaning, Definition and Significance,
Environment policy and administration in India,
Department of Environment, Forest and Wild life.

UNIT-III

Environment Pollution, Meaning, Causes, Effects and Control Mechanism,
Types of Pollution,
Environment Education

UNIT-IV

Environmental issues:
People's Participation in Environment Protection
Role of NGO in Environment Protection,
Environment Management

Recommended Books:

- D.B.N. Murthy, Environmental Awareness and Protection: A Base Book on EVS, New Delhi: Deep and Deep, 2004.
- A.K. Tiwari, Environmental Laws in India, New Delhi: Deep & Deep, 2006.
- DB.N. Murthy, Environmental Planning and Management, New Delhi: Deep & Deep, 2005.
- K. Thakur, Environmental Protection Law and Policy in India, New Delhi: Deep & Deep, 2005.
- P.P. Singh and S. Sharma, Teaching of Environment, New Delhi: Deep & Deep, 2004.

