

## Teaching Plan

**Department of Public Policy and Public Administration**

**Central University of Jammu**

**Course No: MPPA-104**

**Title: Administrative Thinkers – I**

**Total Lectures= 44**

**Total Seminar/Assessment Hours: 11**

	<b>Day/ Week</b>	<b>Title of Topic to be taught</b>	<b>No. of Hours/ Days per topic</b>	<b>Suggestive Readings</b>
<b>Ist Week</b>	<b>I</b>	Theory: Meaning Nature and Scope Characteristics of a Good Theory	4 Lectures	White, Jay D. and Guy B. Adams (1994), Research in Public Administration: Reflections on theory and Practice, Sage. Prasad, Ravindra. D (et al) eds (2013). Administrative Thinkers, Sterling Publishers, New Delhi.
	<b>II</b>			
	<b>III</b>			
	<b>IV</b>			
	<b>V</b>	Seminar/ Assessment	1 Hour	

	<b>Day/ Week</b>	<b>Title of Topic to be taught</b>	<b>No. of Hours/ Days per topic</b>	<b>Suggestive Readings</b>
<b>IInd Week</b>	<b>I</b>	Meaning, Nature and Scope of Administrative Theory Significance of Administrative theory	4 Lectures	George H. Fredrickson (et al).(2003). The Public Administration Theory Primer, Westview Press
	<b>II</b>			
	<b>III</b>			
	<b>IV</b>			
	<b>V</b>	Seminar/ Assessment	1 Hour	

	<b>Day/ Week</b>	<b>Title of Topic to be taught</b>	<b>No. of Hours/ Days per topic</b>	<b>Suggestive Readings</b>
<b>IIIrd Week</b>	<b>I</b>	Evolution of Administrative Theory Emerging Trends in Administrative theory	4 Lectures	Prasad, Ravindra. D (et al) eds (2013). Administrative Thinkers , Sterling Publishers, New Delhi.
	<b>II</b>			
	<b>III</b>			
	<b>IV</b>			
	<b>V</b>	Seminar/ Assessment	1 Hour	

	<b>Day/ Week</b>	<b>Title of Topic to be taught</b>	<b>No. of Hours/ Days per topic</b>	<b>Suggestive Readings</b>
<b>IVth Week</b>	<b>I</b>	Henri Fayol- Foundations of Management Concept of Administrative Management	4 Lectures	Fayol, (1957). General and Industrial Management, Issac Pitman, London.
	<b>II</b>			
	<b>III</b>			
	<b>IV</b>			
	<b>V</b>	Seminar/ Assessment	1 Hour	

	<b>Day/ Week</b>	<b>Title of Topic to be taught</b>	<b>No. of Hours/ Days per topic</b>	<b>Suggestive Readings</b>
<b>Vth Week</b>	<b>I</b>	Frederick Winslow Taylor- Scientific Management Followers of F.W.Taylor	4 Lectures	E F L Brech (1955), The Making of Scientific Management, Issac Pitman, London
	<b>II</b>			
	<b>III</b>			
	<b>IV</b>			
	<b>V</b>	Seminar/ Assessment	1 Hour	

	<b>Day/ Week</b>	<b>Title of Topic to be taught</b>	<b>No. of Hours/ Days per topic</b>	<b>Suggestive Readings</b>
<b>VIth Week</b>	<b>I</b>	Contributions of Luther Gulick to Administrative Management Lyndall Urwick- Science of Administration	4 Lectures	Luther Gulick & Lyndall Urwick (eds.)(1937), Papers on Science of Administration, New York Institution of Public Administration, New York.
	<b>II</b>			
	<b>III</b>			
	<b>IV</b>			
	<b>V</b>	Seminar/ Assessment	1 Hour	

	<b>Day/ Week</b>	<b>Title of Topic to be taught</b>	<b>No. of Hours/ Days per topic</b>	<b>Suggestive Readings</b>
<b>VIIth Week</b>	<b>I</b>	Bureaucracy: Concept and Characterstics Max Weber – Bureaucracy Criticism of Max Weber	4 Lectures	Martin Albro, Bureaucracy (1970), MacMillan, London Prasad, Ravindra. D (et al) eds (2013). Administrative Thinkers , Sterling Publishers, New Delhi.
	<b>II</b>			
	<b>III</b>			
	<b>IV</b>			
	<b>V</b>	Seminar/ Assessment	1 Hour	

	<b>Day/ Week</b>	<b>Title of Topic to be taught</b>	<b>No. of Hours/ Days per topic</b>	<b>Suggestive Readings</b>
<b>VIIIth Week</b>	<b>I</b>	Karl Marx – State and Bureaucracy Samuel Krislov – Concept of Representative Bureaucracy	4 Lectures	Martin Albro, Bureaucracy (1970), MacMillan, London Prasad, Ravindra. D (et al) eds (2013). Administrative Thinkers , Sterling Publishers, New Delhi.
	<b>II</b>			
	<b>III</b>			
	<b>IV</b>			
	<b>V</b>	Seminar/ Assessment	1 Hour	

	<b>Day/ Week</b>	<b>Title of Topic to be taught</b>	<b>No. of Hours/ Days per topic</b>	<b>Suggestive Readings</b>
<b>IXth Week</b>	<b>I</b>	Donald Kingsley– Representative Bureaucracy Mary Parker Follett – Constructive Conflict and Leadership	4 Lectures	Martin Albro, Bureaucracy (1970), MacMillan, London Prasad, Ravindra. D (et al) eds (2013). Administrative Thinkers , Sterling Publishers, New Delhi.
	<b>II</b>			
	<b>III</b>			
	<b>IV</b>			
	<b>V</b>	Seminar/ Assessment	1 Hour	

	<b>Day/ Week</b>	<b>Title of Topic to be taught</b>	<b>No. of Hours/ Days per topic</b>	<b>Suggestive Readings</b>
<b>Xth Week</b>	<b>I</b>	Elton Mayo – Human Relations Movement Chester Barnard – Functions of Executive	4 Lectures	Prasad, Ravindra. D (et al) eds (2013). Administrative Thinkers , Sterling Publishers, New Delhi. Barnard, Chester(1969), The Functions of Executive, Cambridge, Harvard University Press
	<b>II</b>			
	<b>III</b>			
	<b>IV</b>			
	<b>V</b>	Seminar/ Assessment	1 Hour	

	<b>Day/ Week</b>	<b>Title of Topic to be taught</b>	<b>No. of Hours/ Days per topic</b>	<b>Suggestive Readings</b>
<b>XIth Week</b>	<b>I</b>	Robert Dahl – Problems of Science of Administration Dwight Waldo – The Administrative State and Future of Public Admn	4 Lectures	Donald Menzel and Harvey White (eds) (2011). The State of Public Administration: Issues, Challenges and Opportunity. New York Waldo, Dwight (1968), The Study of Public Administration, Random house, New York
	<b>II</b>			
	<b>III</b>			
	<b>IV</b>			
	<b>V</b>	Seminar/ Assessment	1 Hour	