

TEACHING MANUAL
Department of Public Policy and Public Administration
Central University of Jammu

Course No: MPPA-301

Title: Comparative Public Administration

	Day	Title of Topic to be taught	No. of Hours/ Days	Suggested Readings
Week-1	I	Meaning, Nature, Scope and Characteristics of Comparative Public Administration Importance of Comparative Public Administration Evolution of Comparative Public Administration	4	Ferrel Heady (2001), <i>Public Administration: A Comparative Perspective</i> (6 th edition), Marcel Dekker, New York. Ali Farazmand (2001), <i>Handbook of Comparative and Development Public Administration</i> , Marcel Dekker, New York.
	II			
	III			
	IV			
	V	Seminar/Assessment	1	

	Day	Title of Topic to be taught	No. of Hours/ Days	Suggested Readings
Week- 2	I	International Comparative Public Administration Concept of International Comparative Public Administration Characteristics of International Comparative Public Administration Critique of Comparative Public Administration	4	Ferrel Heady (2001), <i>Public Administration: A Comparative Perspective</i> (6 th edition), Marcel Dekker, New York. J. Pierre (Ed.) (1995), <i>Bureaucracy in the Modern State: An introduction to Comparative Public Administration</i> , Aldershot, UK: Edward Elgar.
	II			
	III			
	IV			
	V	Seminar/Assessment	1	

	Day	Title of Topic to be taught	No. of Hours/ Days	Suggested Readings
Week- 3	I	Bureaucratic Approach: Meaning Reasons for rise of Bureaucracy Features of Bureaucracy Advantages of Bureaucracy Criticisms of Bureaucracy Bureaucracy and CPA General Systems Approach: Conceptual Framework Aims of General System Theory Concept of System Closed and Open Systems Cybernetics	4	F.W. Riggs (1973) , “Administration in Developing Countries” <i>Updated version with some modifications:</i> <i>Prismatic Society Revisited</i> , Mornstown, N. J: General Learning Press. D. Waldo , (1964), <i>The Enterprise of Public Administration</i> , New York: Chandler and Sharp. Ludwig Von Bertalanffy (1974) , <i>Perspectives on General System Theory</i> Edited by Edgar Taschdjian, George Braziller, New York.
	II			
	III			
	IV			
	V	Seminar/Assessment	1	

	Day	Title of Topic to be taught	No. of Hours/ Days	Suggested Readings
Week-4	I	Decision Making Approach: Meaning Basic Premise Relevance Salient Features Ecological Approach: Meaning Basic Premise Relevance Salient Features	4	M. John Gaus (1948) , <i>Reflections on Public Administration</i> , Alabama, University of Alabama Press. F.W. Riggs (1973) , “Administration in Developing Countries” <i>Updated version with some modifications:</i> <i>Prismatic Society Revisited</i> , Mornstown, N.J: General Learning Press.
	II			
	III			
	IV			
	V	Seminar/Assessment	1	

	Day	Title of Topic to be taught	No. of Hours/ Days	Suggested Readings
Week- 5	I	Structural-Functional Approach: Conceptual Framework Input and Output Functions Essence of the Approach Structure and Function Structural Functional Requisites Salient features Structural Functional Approach and CPA Theory of Prismatic Society: Conceptual Framework Essence of the Approach Salient features Relevance in Comparative Public Administration	4	G.A. Almond and J.S. Coleman (eds.) (1965), <i>"A Developmental approach to Political System"</i> , in World Politics, Vol. xvii, no. 2, January. G.A. Almond and G.B. Powell (1966), <i>Comparative Politics: A Developmental Approach</i> , Boston: Little, Brown and Co. D. Easton (1957) <i>"An Approach to the Analysis of Political Systems"</i> in World Politics, Vol. ix, April.
	II			
	III			
	IV			
	V	Seminar/Assessment	1	

	Day	Title of Topic to be taught	No. of Hours/ Days	Suggested Readings
Week- 6	I	Development Models Concept Types Features Significance	4	G.A. Almond and G.B. Powell (1966), <i>Comparative Politics: A Developmental Approach</i> , Boston: Little, Brown and Co. D. Easton (1957) <i>"An Approach to the Analysis of Political Systems"</i> in World Politics, Vol. ix, April.
	II			
	III			
	IV			
	V	Seminar/Assessment	1	

	Day	Title of Topic to be taught	No. of Hours/ Days	Suggested Readings
Week- 7	I	Classical Administrative System- France	4	Ferrel Heady (2001), <i>Public Administration: A Comparative Perspective</i> (6 th edition), Marcel Dekker, New York. R.K Arora, & Rajani Goyal (1995) <i>Indian Public Administration: Institutions and Issues</i> , New Delhi, Wiswa Prakashan. Donald C. Rowat (ed) (1988), <i>Public Administration in Developed Democracies: A Comparative Study</i> , New York: Marcel Dekker.
	II	Introduction		
	III	Administrative Features		
	IV	Political Executive Prime Minister Council of Ministers		
		Developing Administrative System- India		
		Introduction Administrative Features Federal Structure with Unitary Bias Civil Services President Prime Minister Council of Ministers Local Government		
	V	Seminar/Assessment	1	

	Day	Title of Topic to be taught	No. of Hours/ Days	Suggested Readings
Week- 8	I	Developed Administrative Systems- USA	4	Donald C. Rowat (ed) (1988), <i>Public Administration in Developed Democracies: A Comparative Study</i> , New York: Marcel Dekker. G.A. Almond and G.B. Powell (1966), <i>Comparative Politics: A Developmental Approach</i> , Boston: Little, Brown and Co.
	II	Liberal Philosophy		
	III	Impact of Liberalism		
	IV	Separation of Powers Checks and Balances Federal Structure Changing Profile of Civil Services Impact of Pressure Groups		
		Developed Administrative Systems- UK		
		Introduction Doctrine of Rule of Law Administrative features		
	V	Seminar/Assessment	1	

	Day	Title of Topic to be taught	No. of Hours/ Days	Suggested Readings
Week- 9	I	Modern Administrative Systems- Japan	4	Donald C. Rowat (ed) (1988), <i>Public Administration in Developed Democracies: A Comparative Study</i> , New York: Marcel Dekker.
	II	Introduction		
	III	Civil Services		
	IV	Administrative Features Political Executive Cabinet Local Government		
		Modern Administrative Systems- Korea		G.A. Almond and G.B. Powell (1966), <i>Comparative Politics: A Developmental Approach</i> , Boston: Little, Brown and Co.
	Introduction Legal Structure State and Civil Society Public Service e-Government			
	V	Seminar/Assessment	1	

	Day	Title of Topic to be taught	No. of Hours/ Days	Suggested Readings
Week-10	I	Meaning, Nature, Scope and	4	R.K. Arora (1979) <i>Comparative Public Administration: An Ecological Perspective</i> , New Delhi: Associated Publishing House. Riggs, F.W. (1979). "The idea of Development Administration" in <i>Development Administration in Asia</i> , edited by Edward W. Weidner, Durham: Duke University Press.
	II	Elements of Development		
	III	Administration		
	IV	Goals and Challenges of Development Administration		
		V	Seminar/Assessment	1

	Day	Title of Topic to be taught	No. of Hours/ Days	Suggested Readings
Week-11	I	Models of Development	4	Sudhir Anand and Amartya K. Sen (1994), <i>“Human Development Index: Methodology and Measurement”</i> , Human Development Report Office Occasional Paper 12, New York: United Nations Development Programme.
	II	Administration:		
	III	Sustainable Development:		
	IV	Definitions Challenges Ecological Imbalances Planning Process Responsibility of Stake Holders Human Development: Concept Human Development Index Inclusive Development: What is Inclusive Development? Is HDI as Measurement of Inclusive Development Rural Infrastructure and Inclusive Development		
	V	Seminar/Assessment	1	Arsenio Balisacan, and Ernesto Pernia (2002) <i>“The Rural Road to Poverty Reduction: Some Lessons from the Philippine Experience.”</i> <i>Journal of Asian and African Studies</i> , Vol. 37, No. 2, 147-167