Proposed Year-Wise Structure of U.G. Public Administration (4 Year)

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| **Year** | **Sem.** | **Public Administration (Major 1 @ 4 Credits)** | **Second Subject****(Major 2 @ 4 Credits)** | **(Minor 1 @ 4 Credits)** | **@ 4 Credits** |
| 1 | Sem.1 | P1 :Perspectives on Public Administration | P1’ | P1’’Administrative Theory | CC1 |
| P2 :Principles of Public Administration | P2’ |
| Sem.2 | P3 :Administrative Thinkers | P3’ | P2’’ | VC1 |
| P4 : Central Administration | P4’ | Organizational Behaviour |
| 2 | Sem.3 | P5 :Comparative Public Administration | P5’ | P3’’ | CC2 |
| P6 :Social Welfare Administration | P6’ | Development Administration |
| Sem.4 | P7 :Introduction to Public Policy | P7’ | P4’’ | VC2 |
| P8 :Organizational Theories | P8’ | Constitution of India |
| 3 | Sem.5 | P9: State Administration in India |  |  | Internship / Term Paper |
| P10: Indian Administrative Thought | P9’ |
| P11X: Rural Government Administration | P10’ |
| P11Y :Urban Government Administration |  |

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|  | Sem.6 | P12 :Public Personnel Administration |  |  | Minor Project |
| P13: Financial Administration | P11’ |
| P14 X Administrative Ethics & Governance | P12’ |
| P14XI :Digital Governance |  |
| 4 | Sem.7 | P15: Modern Administrative SystemsP16:Governance: Issues and ChallengesP17: International OrganizationsP18 X: Stress & Time ManagementP18 Y: Conflict ManagementP19 X: Disaster ManagementP19 Y: Sustainable Development |  |  | Research Methodology |
| Sem.8 | Major Project (24 Credits) |

**Public Administration (Major 1 @ 4 Credits)**

**Sem.1**

**P1: Perspectives on Public Administration**

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| **STATE, SOCIETY AND PUBLIC ADMINISTRATION** |
| State : Meaning, Nature and Function Relationship between State, Society and Public Administration Changing Role of State: Issues and ChallengesBureaucracy: Concept and Role in Policy Formation, Implementation and EvaluationContemporary Context of Indian Bureaucracy and its challenges Impact of Globalisation on AdministrationCivil Society: Concept and RoleGovernment Institution : Towards ReformsPublic Administration: Meaning, Nature, Scope and Significance; Public and Private AdministrationEcology of Administration; Evolution of Public Administration as a DisciplineNew Public Administration and New Public Management New Public Service and New Public Governance  |

Books Recommended:

1. Henry, Nicholas - Public Administration And Public Affairs
2. Taylor, Frederick W. - The Principles of Scientific Management
3. Etzioni, Amitai - Modern Organizations
4. Bendix R., Max Weber - An Intellectual Portrait
5. Blau, Peter H. - Bureaucracy in Modern Society
6. Nigro, Felix, A. - Modern Public Administration
7. Dixit Manoj (et. al) - Public Administration
8. Sahni, Pardeep (et. al) - Administrative Theory
9. Awasthi&Maheshwari - Public Administration
10. Sharma & Sharma - Public Administration
11. Bhattacharya, M. - New Horizons of Public Administration
12. Bhambri, C.P. - Public Administration

**P2: Principles of Public Administration**

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| Hierarchy, Unit of Command, Span of ControlCentralisation and DecentralisationSupervision, Control and Co-ordinationClassical Theory : Scientific Management theory, Bureaucratic Approach and Administrative TheoryHuman Relation TheoryBehavioural TheoryDecision Making theoryLeadership, Communication and Motivation Cybernetics Theory  |

Books Recommended:

1. Henry, Nicholas - Public Administration And Public Affairs
2. Taylor, Frederick W. - The Principles of Scientific Management
3. Etzioni, Amitai - Modern Organizations
4. Bendix R., Max Weber - An Intellectual Portrait
5. Blau, Peter H. - Bureaucracy in Modern Society
6. Nigro, Felix, A. - Modern Public Administration
7. Dixit Manoj (et. al) - Public Administration
8. Sahni, Pardeep (et. al) - Administrative Theory
9. Awasthi&Maheshwari - Public Administration
10. Sharma & Sharma - Public Administration
11. Bhattacharya, M. - New Horizons of Public Administration
12. Bhambri, C.P. - Public Administration

**Sem.2**

**P3 : Administrative Thinkers**

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| **Classical Thinkers**Woodrow Wilson, F. W. Taylor, Henry Fayol, Gulick and Urwick, Karl Marx, Max Weber, M. P. Follet **Humanist Thinkers**Elton Mayo, Herbert Simon, Chester Barnard, Abraham Maslow, Fredrick Herzberg and Chris Argyris**Contemporary Thinkers**Yehezkel Dror, Dwight Waldo, Peter Drucker |

Books Recommended:

1. Barnard, Chester I. - The Functions of Executive
2. Simon, Herbet A. - Administrative Behaviour
3. McGregor, Douglas - The Human Side of Enterprize.
4. Likert, Renesis - New Patterns of Management
5. Argyris, Chris - Personality And Organisation
6. Manoj Dixit; et. Al - Public Administration
7. Maheshwari, S.R. - Administrative Thinkers
8. Prasad & Prasad - Administrative Thinkers
9. Sharma, Laxmi – Indian Political Thought

**P4 :Indian Administration**

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| Evolution of Indian Administration : Ancient and Medieval Period Administrative System at the Advent of British Rule: British Administration- 1757-1858 Reforms in British Administration from 1858 to 1919Administrative System under 1935 Act Continuity and Change in Indian Administration- Post Independence**Philosophical and Constitutional Framework** Preamble of Indian Constitutio, Indian Federalism,Parliamentary Democracy, Indian Judicial System**Institutional Framework**President & Prime Minister Council of MinistersCentral Secretariat, Cabinet Secretariat and Prime Minister’s Office All India and Central Services , UPSC Administrative Tribunals, CVC, Lokpal, NITI Aayog Election Commission, Central Finance Commission **Issues in Indian Administration**Judicial Activism and OverreachRelationship between Political and Permanent ExecutivesPressure GroupsGeneralists and Specialists debateAdministrative Reforms |

**Books Recommended:**

1. Maheshwari, S.R. - Indian Administration
2. Singh, Hoshiar - Indian Adminstration
3. Arora, R.K. &Goel. Rajni - Indian Public Administration
4. Johari, J.C. - Indian Govt& Politics
5. Maheshwari, S.R. - State Administration
6. Avasthi, A. &Avasthi, A.P. - Indian Administration
7. Fadia, B.L. &Fadia, Kuldeep - Public Administration in India
8. Singh, Hoshiyar and Singh, Mohinder - Public Administration in India
9. Basu, D.D. Introduction to the Constitution of India
10. Johari, J.C. - The Constitution of India

**Sem.3**

**P5 :**Comparative Public Administration

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| Comparative PA : Concept, Purpose, Nature and ScopeEvolution and Factors contributing to the emergence of CPA, Characteristics and Significance of CPAComparative Administrative Group(CAG)Ecology of CPAApproaches of Comparative Public Administration : Institutional, Structural Functional, Ecological and Behavioural Salient Features of Administrative System of Great Britain, United States of America and France |

Books Recommended:

1. Arora, R.K. : Comparative Public Administration
2. Chaturdevi, T.N. : Comparative Public Administration
3. Chatterjee, S.K. : Development Administration
4. Sapru, R.K. :Development Administration
5. Riggs, F.W. : The Ecology of Public Administration
6. Sharma, S.K. : Development Administration in India
7. Bhattacharya, Mohit : Bureaucracy&DevelopmenAdministration
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**P6 : Social Policy and Administration**

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| Concept of Welfare State, Social Change and Social JusticeSocial Policy and Administration: An IntroductionSocial Policies and Sustainable Development Goals in Social Sector : Poverty Alleviation ,Education ,Health ,Woman and Children , Housing ,Gender Sensitisation Role of Ministry of Social Justice and Empowerment and Ministry of Women and Child Development Role of various Commissions: National Commission for Scheduled Castes and National Commission for Scheduled Tribes (will also cover the State level); National Commission for Other Backward ClassesRole of Central Social Welfare Board Social Assistance, Social Security, Social Insurance and Social Entrepreneurship  |

**Suggested Readings:**

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|  | Chaudhary, D.P. | : | A Hand Book of Social Welfare |
|  | Mukherjee, Radhakamal | : | Social Welfare Administration |
|  | Sachdeva, D.R. | : | Social Welfare Administration |
|  | Chandra, Sushil | : | Social Work in Uttar Pradesh |
|  | Shukla, K.S. | : | Social Welfare Administration in India |
|  | Annual Reports | : | Annual Reports of Ministry of Social Justice & Empowerment, Govt. of India |
|  | Goel, S.L. | : | Social Welfare Administration |
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**Sem.4**

**P7 : Introduction to Public Policy**

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| Understanding Public Policy: Meaning, Nature, Scope, Significance Policy Cycle Models of Public Policy: Institutional, Elite Mass Model, Incremental, Group Theory, System Model Importance of Public Policy: Contemporary Context Policy Formulation: Meaning, Significance and Role of Legislature; Executive and Judiciary in policy formulation Role of Various Stake holders in Policy Making: Inter-governmental Relations ,NITI Aayog, Cabinet Secretariat and Prime Minister’s Office, Civil Society Organisations, International Agencies, Pressure GroupPolicy Implementation: Meaning, Significance and Role of Legislature; Executive and Judiciary in policy formulation Policy Monitoring & Evaluation – Meaning and Significance of Policy Monitoring; Meaning and Significance of Policy Evaluation; Techniques of Policy Evaluation: Social Cost Benefit Analysis; Input-Output Analysis |

Books Recommended:

1. Anderson, James E. : Public Policy making, Praeger, New York, 1975
2. Dror, Y.: Public Policy Making Re-examined, Chancellor, Pennsylvania, 1968
3. Sahani, P.: Public Policy Conceptual Dimensions, Kitab Mahal, Allahabad, 1987
4. Saigal, Krishna, Public Policy Making in India : An Approach to Optimisation, Vikas, New Delhi, 1983
5. Madan, K.D. et. al, - Public Policy making in I Government; Publication Division, Ministry of Information and Broadcasting, New Delhi, 1982
6. Bertcih, Garg, K. Robert P. Clark and David m. Wood, Comparing political System : Power and Policy in Three Worlds, Macmillan, New York, 1986
7. Sapru, R.K. - Public Policy Formulation, Implementation and Evaluation; Sterling, New Delhi, 2000
8. UNDP/ WHO/ HDI Websites.

**P8 :**Organizational Theories

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| Organization: Defining organisation, Contemporary Organisational Challenges, Organisational TheoriesContext of Organisation: Organizational goals and effectiveness, Organization goals at corporate and operational levelsOrganizational life cycle: Organisation Growth and size, effects of growth ans advantages of small size. Organizational culture: Definition,Formation of culture,Cultural indicators and manifestations,Effects of culture in organizationsand Cultural change |

**Main Reference Text Books**

* B. J. Hodge, Williams P. Anthony, & Lawrence M. Gales (2003). *Organizational theory: A strategic approach,* 6th ed. Upper Saddle River, N.J.:Prentice Hall
* Gallos, V.J. Ed. (2006).*Organization Development*. Jossey-Bass. Available from:

[http://jtelen.free.fr/0MARINE%20bouquins/%5BEdgar\_H.\_Schein,\_Joan\_V.\_Gallos%5D\_Organization\_Dev%28Bookos.org%29.pdf](http://jtelen.free.fr/0MARINE%20bouquins/%5BEdgar_H._Schein%2C_Joan_V._Gallos%5D_Organization_Dev%28Bookos.org%29.pdf)

These books form the bulk of this presentation in some systematic order preferred by the author.

**Other Recommended Readings**

The following readings are freely available via Google search engine and you are urged to make full use of them to advance your study beyond the presentation notes**:**

* Laegaard J. (2006). *Organization theory*. Bookboon.com
* McAuley J., Duberly J., Johnson P. (2007). *Organization theory: Challenges and perspectives*. Pearson Education Ltd.
* Stephen P. R., & Timothy A. J., (2017). Organizational Behavior. 17th ed

Available from:

<https://is.muni.cz/el/1456/podzim2017/BKH_PSEK/um/povinna_literatura/Robbins__S._P.____Judge__T._A.__2017_._Organization_behaviour.pdf>

* Wendell L. French, & Cecil H. Bell, Jr. (1999). *Organizational development: Behavioral science interactions for organization improvement.*

**Sem.5**

**P9: State Administration in India**

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| Historical Context State and District Administration: Evolution of State and District Administration State Administration: Governor, CM, and CoM State Secretariat: Organisation and Functions Relationship between the Secretariat and Directorates State Services and Public Service CommissionState Finance Commission State Election Commission LokayuktaJudicial Administration District Collector Panchayati Raj Municipal Administration Centre - State - Local Administrative Relations and emerging issues |

**Books Recommended:**

1. Maheshwari, S.R. - Indian Administration
2. Singh, Hoshiar - Indian Adminstration
3. Arora, R.K. &Goel. Rajni - Indian Public Administration
4. Johari, J.C. - Indian Govt& Politics
5. Maheshwari, S.R. - State Administration
6. Avasthi, A. &Avasthi, A.P. - Indian Administration
7. Fadia, B.L. &Fadia, Kuldeep - Public Administration in India
8. Singh, Hoshiyar and Singh, Mohinder - Public Administration in India
9. Basu, D.D. Introduction to the Constitution of India
10. Johari, J.C. - The Constitution of India
11. Ramchandran, Padma – Public Administration in India
12. Charabarty, Bidut& Chand, Prakash – Indian Administration

**P10: Indian Administrative Thought**

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| Manu, Kautilya, Mahatma Gandhi, Jawaharlal Nehru, B.R.Ambedkar and Sardar Vallabhai PatelRammanoharLohiaJaiprakash Narayan |

Books Recommended:

1. Sharma, Laxmi – Indian Political Thought
2. Pruthi R.K., Chaturvedi, Archana – Gandhian Thoughts
3. Syed, M.H. – SardarVallabhabhai Patel
4. Ardiman David - Gandhi
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7. Mohammad, Taj – Ambedkar on Social Justice
8. Jatava, R. – Ambedkar and Humanisim
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**P11X: Rural Government Administration**

**Rural Local Governance: An Introduction**

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| Concept, Evolution, and Significance of Rural Local Governance; New Localism and Global - Local DebateDemocratic Decentralisation - the 73rd Constitutional Amendment & recent trends in Political Decentralisation, Functional Decentralisation, Administrative Decentralisation and Fiscal Decentralisation; and Panchayats (Extension to the Scheduled Areas) Act 1996Panchayati Raj Institutions: Composition, Structure, Functions and Role 1. Gram Sabha: Composition, Functions and Role;
2. Gram Panchayat: Structure, Composition, Functions and Role
3. Panchayat Samiti: Structure, Composition, Functions and Role
4. Zila Parishad: Structure, Composition, Functions and Role

Personnel Administration in Rural Governance – Role and Functions of Panchayat Secretary, Block Development and Panchayat Officer and District Development and Panchayat Officer, Sub-Divisional Officer and District CollectorRural Financial Management Control over Panchyati Raj Institutions: Institutional, Administrative, Financial and Technical  Planning for Rural Local Government: Composition Function and Role of District Planning CommitteeElections to Rural Local Bodies: Role of the State Election Commission |

Books Recommended:

1. Woodbury, Coleman(ed. - Urban Development, Problems and Practice
2. Coleman, M.D. - Reviewing Our Cities
3. Corson, J.J. - Government Manpower for Tomorrow’s Cities
4. Renfield, E.C. - Urban Government
5. Robson, W.A. - Great Cities of the World
6. Khera, S.S. - District Administration in India
7. Ashok Mehta - Committee on Panchayati Raj
8. Panchayati Raj Act, 1947
9. Kshettra Samiti and Zila Parishad Adhiniyam, 1961
10. Singh, S.N. - Rural Development Bureaucracy in India
11. Bajpai, Ashok & Verma, M.S. - Panchayati Raj in India

**P11Y : Urban Government Administration**

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| Concept and Policy issues in urban developmentConcept, Evolution and Significance of Urban Local Governance; The 74th Constitutional Amendment Act; New Localism and Global-local debateComposition, Functions and Role of Municipal Corporation, Municipal Council, and Municipal Committee/ Nagar PanchayatPersonnel Administration in Urban Local BodiesUrban Local FinanceLegislative, Administrative, Judicial and Financial Control over Urban Local BodiesDistrict and Metropolitan Planning Committees: Composition, Functions and RoleElections to Urban Local Bodies – Role of State Election Commission |

Books Recommended:

1. Woodbury, Coleman(ed. - Urban Development, Problems and Practice
2. Coleman, M.D. - Reviewing Our Cities
3. Corson, J.J. - Government Manpower for Tomorrow’s Cities
4. Renfield, E.C. - Urban Government
5. Robson, W.A. - Great Cities of the World
6. Khera, S.S. - District Administration in India
7. Ashok Mehta - Committee on Panchayati Raj
8. Panchayati Raj Act, 1947
9. Kshettra Samiti and Zila Parishad Adhiniyam, 1961
10. Singh, S.N. - Rural Development Bureaucracy in India
11. Bajpai, Ashok & Verma, M.S. - Panchayati Raj in India

**Sem.6**

**P12 : Public Personnel Administration**

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| Public Personnel Administration: Meaning, Nature, Scope and Significance, Personnel Policies, Job Analysis, Man Power Planning, RecruitmentPosition and rank classification, Recruitment and Recruitment Agencies – UPSC, SPSCPromotion, Training, Performance AppraisalService Conditions, Discipline, Authority and Responsibility,Accountability, Transfer, Integrity in AdministrationBureaucracy, Employer-Employee relations, Retirement Benefits |

**Suggested Readings:**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Bhatia, S.K. | : | Emerging Human Resource Management |
|  | Monappa, Arun & Mirza, S. Saiyadain | : | Personnel Management |
|  | Stahl, O Glenn | : | Public Personnel Administration |
|  | Hays, S.W. & Kearney, R.C. | : | Public Personnel |
|  | Goel, S.L. | : | Public Personnel Administration  |
|  | Sinha, V.M. | : | Public Personnel Administration |
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|  | Report of the Fifth & Sixth Central Pay Commissions, Government of India |

**P13: Financial Administration**

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| Financial Administration: Meaning, Nature, Scope and Significance  |
| NITI Aayog, Finance Commission, Ministry of Finance, GST Council  |
| Budget Meaning and Significance and types of budget : Line Item Budget, Performance Budget, Zero Base Budget, Gender Budgeting |
| Accounting, Auditing, Comptroller and Auditor General, Parliamentary Financial Committees |

**Suggested Readings**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Goel, S.L. | : | Public Financial Administration |
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|  | Mahajan, Sanjeev Kumar and Mahajan, Anupama Puri | : | Financial Administration in India |
|  | Sury, M.M. | : | Government Budgeting in India |
|  | Joshi, P.L. & Raja, V.P. | : | Techniques of Zero Base Budgeting |
|  | Thavaraj, M.J.K. | : | Financial Administration of India |
|  | Tyagi, B.P. | : | Public Finance |
|  | Kulshrestha, R.S. | : | Financial Management |

**P14 (X)**

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| **Administrative Ethics & Governance****Introduction to Ethics** Introduction to Study of Ethics Defining Ethics Understanding Ethical Decision Making **Context of Ethics** Context of Ethics Values and Ethics **Administrative Responsibility** Administrative Responsibility: The Key to Administrative Ethics **Conflicts of Responsibility** Conflicts of Responsibility: The Ethical Dilemma Ethics in Indian Society Ethics in Other Cultures Ethics and Leadership Ethics in Organizations Maintaining Responsible Conduct in Public Organizations: Two Approaches **Integrating Ethics** Integrating Ethics with Organizational Norms and Structures Ethical Autonomy Safeguarding Ethical Autonomy in Organizations: Dealing with Unethical Superiors and Organizations |

**Books Recommendation:**

1. R.K. Arora - Ethics, Integrity and Value in Public Services
2. 4th Report ARC-II
3. R.K. Arora - Ethics in Governance
4. NadeemHasnain – Indian Society and Culture: Continuity and Change.

**P14 (XI) : Digital Governance**

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| * Digital governance models
* Digital processes
* Digital team structure
* Management of digital governance
* Digital standards
* Digital guidelines
* Case studies about digital governance
* Digital strategy
* Digital policies
* Issues in e-Governance: Individual Privacy vs. National Security, Artificial Intelligence threats and Internet of Things (IoT) challenges. Digital Divide, Data security, Data privacy, Social Media
 |

**Books Recommended:**

1. Basandra, S.K - *Computers Today* Galgotia Publishers Pvt. Ltd
2. Bhatnagar S.S. - *E-government : From Vision to Implementation*
3. Bhatacharya, J. - *E-gov2.0 : policies, progress and technologies*
4. Brien, J and Marakas G.M - *Management Information System:India(*TMH)
5. B. Srinivas - E-Governance Technique

**Sem.7**

**P15: Modern Administrative Systems**

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| Constitutional Framework and Structure of Government in BRICS : Legislature: Executive, JudiciaryBureaucracy and Control Mechanisms over Administration Role of Bureaucracy: Policy- making, Implementation and Analysis Control Mechanisms over Administration Local Governance in BRICSEmerging Issues: Citizen and Administration, Growing Role of Civil Society, Administrative Reforms in Governance  |

Books Recommended:

1. R.K., Mishra (et.al) – PE in India, Institute of PE
2. Arora, R.K. - Comparative Public Administration
3. Chaturvedi, T.N. - Comparative Public Administration
4. Sharma, P.D. - Comparative Government
5. Bhagwan, Vishnoo & Bhushan, Vidya - World Constitution.
6. Finer, H. - English Local Government
7. Harris, G.M. - Comparative Local Government
8. Philips, J.C. - State and Local Government in America
9. Adrain, G.E. - State and Local Government (U.S.A)
10. Muttalib, M.A. and Khan, A.A. - Theory of Local Government
11. Barthwal, C.P. - Understanding Local Self – Government
12. Higher Civil Services in France – S.R. Maheshwari
13. The Politics of the Administrative Process – Donald F. Kettl
14. American Government – Comparing Political Experiences – Judith Gillespie and Stuart Lazarus.
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**P16: Governance: Issues and Challenges**

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| Governance: Conceptual Dimensions, Governance Framework in India, Stakeholders in GovernanceGlobalisation: Role of State, Market and Civil Society Governance and Development : Changing Dimensions of Development, Strengthening Democracy through Governance Governance: Conceptual Dimensions Emerging Perspectives : Challenges before Governance, Good Governance and Public Governance Changing Role of Bureaucracy, Information and Communication Technology and Governance ,Role of Media, Corporate Governance, Sustainable Human Development, Transparency and Accountability |

**Books Recommended:**

1. Mander, H & Arif, M. - Good Governance.
2. Jabbra, J.G. Dwivedi, O.P. - Public Service Accountability
3. Chaturvedi, T.N.(ed.) - Towards Good Governance
4. Kaviraj, S. & Khilnani, S. (ed.) - Civil Society: History &Possibilities
5. IInd ARC Report, Government of India.
6. Singh, S.N. - Administrative Culture & Development.
7. Bhandari, I.K. - Public Distribution System.
8. Bava, Noorjahan, Public Administration in the 21st Century.

**P 17: International Relations and organization**

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| Understanding of International Relations Basic Concepts-Elements of National Power, National Interest, Collective Security, Balance of Power Evolution of International System (Up to the World War II) Developments in International Relations Origins and Phases of the Cold War End of the Cold War and its Impact on IR Emerging Centers of Power GlobalizationRole and Functions of the United Nation and its agencies, OECD, Regionalism and New Regionalism : QUAD, RCEP, SCO, etc. |

**Books Recommended:**

* 1. Kenneth N.Waltz : Theory of International Politics
	2. John J. Mearsheimer : The Tragedy of great Power Politics
	3. Ernest Gellner : National and Nationalization
	4. Pushpesh Pant : International Organization
	5. Pushpesh Pant : International Relation

**P18 X: Stress & Time Management**

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| **Understanding Stress and Time Management** Understanding Stress Understanding Time Management **Stress and Poor Time Management** Workplace Stress: Major Causes Waste of Time: Distractions at Workplace Poor Time Management: Effects on Job Performance Stress and Health: Effects of Stress on Health **Towards Stress and Time Management** Time Wasters and Time Savers Stress Management: Effective Methods and Approaches Time Management: Effective Methods and Approaches Stress and Time Management: Towards Happiness and Success |

**Books Recommended:**

1. Laura Vanderkam : 168 Hours
2. Jake Zeratsky & John Knapp : Make Time: How to Focus on what matters everyday
3. Cal New Port : Deep Work: Rules for Focused Success in Distracted World

**P18 Y: Conflict Management**

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| **Conflict: Theoretical Constructs** Meaning and Concept of Conflict Sources of Conflict Types and Levels of Conflict Theories of Conflict **Conflict Management** Methods of Conflict Resolution Role of Government and Civil Society Role of International and Trans–National Institutions **Peace Building** Meaning and Significance **Approaches** Post–Conflict Construction and Rehabilitation (Case Studies –Local, Sub –National and International) |

**Books Recommended:**

1. Caden Bruke – How to Manage Conflicts
2. Bernard S.Mayer – Beyond Neutrality

**P19 X: Disaster Management**

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| **Introduction** Meaning and Classification of Disasters Hazard, Risk and Vulnerability Natural and Man-made Disasters Disaster Profile of India **Disaster Management: Concepts and Institutional Framework** Disaster Management: Act, Policy and Institutional Framework Disaster Management Cycle with focus on Preparedness, Prevention and Mitigation Disaster Relief and Response Damage Assessment Rehabilitation, Reconstruction and Recovery **Inter-relationship between Disasters and Development** Climate Change Disasters and Development |

**Books Recommended:**

1. S.R. Singh - Disaster Management
2. K.A. Rasure - Understanding the Sustainable Development
3. S. Ramaswami and G. Sathis Kumar - Environmental Sustainability
4. S.B. Ghosh - Natural Resources (Its utility for Mankind)
5. D. Solomon Raj - Energy and Environment Interaction (Future Challenges)
6. K.A. Rasure - Globalization and Sustainable Development
7. Sarvotam Kumar - Ecology and Global Warming
8. Vandana Desai & Robert B. Potter - Companion to Development Studies

**P19 Y: Sustainable Development**

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| Sustainable Development: Concept, Nature and Scope Major Components of Sustainable Development Approaches to Sustainable Development Sustainable Development Goals**Development, Sustainability and Climate Change** Concept of Global Commons and Climate Change International Conventions on Sustainable Development Interrelationship among Development, Sustainability and Climate Change: Case for Differentiated Responsibilities **Sustainable Development: A Way Forward** Role of Policy Innovations in Sustainable Development Recognition of Ecological limits of Equity and Justice Alternative ways of Resource Generation and Capacity Enhancement |

**Books Recommended:**

1. S.R. Singh - Disaster Management
2. K.A. Rasure - Understanding the Sustainable Development
3. S. Ramaswami and G. Sathis Kumar - Environmental Sustainability
4. S.B. Ghosh - Natural Resources (Its utility for Mankind)
5. D. Solomon Raj - Energy and Environment Interaction (Future Challenges)
6. K.A. Rasure - Globalization and Sustainable Development
7. Sarvotam Kumar - Ecology and Global Warming
8. Vandana Desai & Robert B. Potter - Companion to Development Studies