



**SOPHIA COLLEGE FOR WOMEN
(EMPOWERED AUTONOMOUS)**

Affiliated to the University of Mumbai

Programme: Humanities
Political Science (Minor)

**Syllabus for the Academic Year 2024-2025
based on the National Education Policy 2020**

DEPARTMENT OF POLITICAL SCIENCE

COURSE DETAILS FOR MINOR:

	SEMESTER 3	SEMESTER 4
TITLE	Indian Political System	Public Administration
TYPE OF COURSE - DSC	Minor	Minor
CREDITS	4	4

Preamble:

Political Science is the academic discipline that studies systems of governance, political activities, political thoughts, and political behavior. It explores the theoretical and practical aspects of politics, including the analysis of political systems, institutions, processes, and policies. The field seeks to understand how power and resources are distributed and exercised, both within and between societies, and examines the role of citizens, leaders, ideologies, and public opinion in shaping political life. Through the study of Political Science, one gains insights into the functioning of governments, the development of political theories, and the factors influencing political stability and change, thereby contributing to the informed and active participation of individuals in their political communities.

Political Science employs a diverse range of methodologies, from qualitative analysis and historical approaches to quantitative research and statistical modeling. It draws on insights from economics, sociology, history, law, and other disciplines to provide a holistic understanding of political phenomena. The study of Political Science is vital for fostering informed citizenship, promoting democratic engagement, and advancing social justice.

By exploring the distribution of power, the dynamics of political change, and the factors influencing governance, Political Science equips individuals with the analytical tools necessary to critically evaluate political issues and contribute to the betterment of society. Whether addressing local, national, or global challenges, Political Science remains a crucial field for understanding the past, interpreting the present, and envisioning a future where human potential can be fully realized.

PROGRAMME OBJECTIVES

PO 1	To provide students with an understanding of political processes, governance structures, and the broader socio-economic and cultural contexts that shape political dynamics.
PO 2	The program aims to equip students with critical thinking skills, a deep understanding of political ideologies, and the ability to analyse political events and trends.
PO 3	Apply interdisciplinary knowledge to address complex political and social issues.

PROGRAMME SPECIFIC OUTCOMES

PSO 1	To possess a solid grounding in political science concepts and methodologies.
PSO 2	To develop an appreciation for the role of politics in shaping societies and influencing global trends.



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PSO 3	They will be prepared for further academic pursuits or careers in public administration, law, international relations, journalism, policy analysis, and more.
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Programme: Humanities Political Science Minor	Semester – 3
Course Title: Indian Political System	Course Code: APOL233MN
<u>COURSE OBJECTIVES:</u> <ol style="list-style-type: none">1. Introduction to the Indian Constitution with historical evolution, key features and Fundamental principles.2. Understanding Political Institutions and Processes.3. Engagement with current Political Development.	
<u>COURSE OUTCOMES:</u> The learner will be able to: <ol style="list-style-type: none">1. The learner will be able to have a thorough understanding of the Indian Constitution.2. The learner will gain in depth knowledge of the roles and functions of major political institutions in India.3. The learner will develop strong analytical skills, enabling them to conduct independent research, present well-reasoned arguments and contribute to the academic and policy debates.	
Lectures per week (1 Lecture is 60 minutes)	4



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Total number of Hours in a Semester		60	
Credits		4	
Evaluation System	Semester End Examination	2 Hours	50 marks
	Internal Assessment	--	50 marks

UNIT 1 CONSTITUTIONAL FRAMEWORK (1 Credit)			15 hours	
	1.1	Brief History of the Making of Indian Constitution, structure		
	1.2	Preamble , Basic Features		
	1.3	Fundamental Rights , Directive Principles of State Policy		
UNIT 2 POLITICAL INSTITUTIONS (1 Credit)	2.1	Union Parliament	15 hours	
	2.2	Union Executive		
	2.3	Judiciary		
UNIT 3 FEDERALISM	3.1	Centre – state relation with reference to Fiscal and Emergency Powers.		



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(1 Credit)	3.2	Demand for Greater Autonomy	15 hours
	3.3	Changing Dynamics of Centre – state relations	
UNIT 4 REPRESENTATION AND ELECTION (1 Credit)	4.1	National Parties: Features	15 hours
	4.2	Regional Parties: Characteristics	
	4.3	Analysis of Electoral Performance of National and Regional Parties since 1989	

ASSESSMENT DETAILS:

I. Internal Assessment (IA): 50 marks

II. Semester End Examination (SEE): 50 marks

REFERENCES:

- Basu Duga Das, Introduction to the Constitution of India, Lexis Nexis, 2012.
- Laxmikant M, Indian Polity, TMH, 2015.
- Laxmikant M , Governance in India, TMH , 2015.
- Pylee M V , An Introduction to the Constitution of India , Vikas Publishing , 2008.
- Sharma Brij Kuma, Introduction to the Constitution of India, PHI Learning, 2009.
- Abbas, H Kumar, Ranjay and Aalam Mohammed Aftab, Indian Government and Politics, Pearson 2011.
- Chakravarty Bidyut and Pande Rejendra Kumar, India Government and Politics, Sage Publications, 2008.
- Chandoke Neera and Priyadarshi Praveen, Contemporary India, Pearson ,2009.



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- Ghosh Peu, Indian Government and Politics, PHI, 2012.
- Jayal Nirja G. and Mehta Bhanupratap , The Oxford Companion to Politics in India, OUP , 2011.
- Jha Pravin Kumar, Indian Politics in Comparative Perspective, Pearson , 2012.
- Paranjpe Shrikant, India's Internal Security: Issues and Perspectives, Kalinga Publications, 2009.
- Singh M.P. and Saxena Rekha, Indian Politics, PHI, 2011.



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Programme: Humanities Political Science Minor	Semester – 4
Course Title: Public Administration	Course Code: APOL244MN
<u>COURSE OBJECTIVES:</u> 1. Define the role and purpose of public administration within the context of government and public policy. 2. Analyse the structures and functions of various governmental and non-governmental organizations involved in public administration. 3. Understand the policy-making process, including agenda-setting, formulation, implementation, and evaluation.	
<u>COURSE OUTCOMES:</u> The learner will be able to: 1. Explain key concepts, theories, and historical developments in public administration and their relevance to contemporary governance. 2. Demonstrate key management and leadership skills specific to the public sector, including strategic planning, Team management, and conflict resolution. 3. Apply financial management principles, including budgeting, financial analysis, and resource allocation, to public sector scenarios.	
Lectures per week (1 Lecture is 60 minutes)	4
Total number of Hours in a Semester	60



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Credits		4	
Evaluation System	Semester End Examination	2 Hours	50 marks
	Internal Assessment	--	50 marks

UNIT 1 INTRODUCTION TO PUBLIC ADMINISTRATI ON (1 Credit)	1.1	Meaning, Scope, Significance and Evolution	15 hours
	1.2	Public Administration in the age of Liberalization, Privatisation and Globalization	
	1.3	New Public Management and Post New Public Management	
UNIT 2 THEORIES OF ADMINISTRATI ON (1 Credit)	2.1	Scientific Management Theory- F.W. Taylor	15 hours
	2.2	Bureaucratic Theory – Max Weber	
	2.3	Human Relations Theory – Elton Mayo	
UNIT 3 FINANCIAL ADMINISTRATI ON	3.1	Budgetary Process	15 hours
	3.2	Parliamentary Committees: Public Accounts Committee, Estimates Committee, Committee on Public Undertakings	



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(1 Credit)			
	3.3	Comptroller and Auditor General of India	
UNIT 4 CONTEMPORARY ISSUES , TECHNIQUES AND PRACTICES IN ADMINISTRATI ON (1 Credit)	4.1	Good Governance, E- governance	15 hours
	4.2	Public- Private Partnership	
	4.3	Lokpal , Lokayukta , CVC	

ASSESSMENT DETAILS:

I. Internal Assessment (IA): 50 marks

II. Semester End Examination (SEE): 50 marks

REFERENCES:

- Bava, .Noorjahan. Public Administration in the 21st Century, Kanishka Publishers New Delhi, 2010.
- Avasthi, Maheshwari, Public Administration, Laxmi Narayan Agarwal Publications, Agra, 2006.
- Bhattacharya, Mohit, New Horizons of Public Administration, Jawahar Publications, New Delhi, 2008.
- Chakrabarty, Bidyut, and Bhattacharya Mohit (ed.), Public Administration a Reader, Oxford University Press, New Delhi, 2005
- Fadia, B. L. & Dr. Kuldeep Fadia, Public Administration: Administrative Theories and Concepts, Sahitya Bhawan, Agra, 2015
- K.S. Padhyay, Indian Political Thought, New Delhi: PHI Learning Pvt. Ltd., 2011 .



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- Laxmikanth M., Public Administration, Tata McGraw hill, New Delhi, 2011
- Sahni, Pardeep, and Vayunandan, Etakula, Administrative Theory, PHI, New Delhi, 2010
- Sharma, M. P., and Sadana, B. L., Public Administration in Theory and Practice, KitabMahal, New Delhi, .2014
- VishnoolBhagwan and VidyaBhusan, Public Administrative, S. Chand., New Delhi, 2010.
- The Indian Journal of Public Administration, Special Issue on Controlling Corruption in India: Various Approaches and their Efficacy, July-September 2011, Vol. LVII, No. 3.
- Online References onlinelibrary.wiley.com
- www.library.lieden.edu/public-administration/digital-library-public-administration