

# SYLLABUS

## PANJAB UNIVERSITY, CHANDIGARH PUBLIC ADMINISTRATION (SEMESTER-II)

### Paper-I : Administrative Thought

#### INSTRUCTIONS FOR PAPER-SETTERS AND CANDIDATES

- \* The Maximum Marks for the paper will be 100. The question paper will be of 80 marks and internal assessment of 20 marks. Time allowed will be 3 hours. For private students, who have not been assessed for the internal assessment, the marks secured by them in the paper will be proportionately increased in lieu of the internal assessment.

**The Paper-Setter must put a note in question paper in this regard.**

- \* The candidate shall attempt 5 questions in all (one compulsory and one each from four units). The compulsory question shall comprise of 15 short-answer type questions, covering the whole syllabus, to be answered in 25-30 words each, out of which the candidate would be required to attempt any 10. Each question will carry 2 marks. Rest of the paper shall contain 4 units, each unit having two questions, out of which the candidate would be expected to attempt one. Each question from the units will carry 15 marks.

**Objectives of the Paper:** This paper attempts to make the student aware of theories and thoughts of various classical, neo-classical and modern thinkers in the area of administration and organization. The study of this paper will equip the student with a deep understanding of the historical evolution of administrative thought, various conceptualizations and their application. Pedagogy will include lectures, assignment writing and presentations.

#### UNIT-I

##### Classical Approach

Identity of Public Administration : Woodrow Wilson

Principles of Management : Henri Fayol, Luther Gulick and L.B. Urwick

Scientific Management : Frederick Winslow Taylor

Bureaucratic Theory : Max Weber, Karl Marx

## UNIT-II

### **Human Relations and Behavioural Approach**

Elton Mayo (Hawthorne Experiments)

Mary Parker Follett (Conflict and Leadership)

Chester I. Barnard (Functions of Executive)

Herbert Simon (Decision making)

## UNIT-III

Chris Argyris (Immaturity-Maturity Theory)

Rensis Likert (Systems Management)

Motivation : Abraham Maslow (Needs Hierarchy); Frederick Herzberg (Motivation – Hygiene) ; Douglas McGregor (Theory X and Theory Y)

## UNIT-IV

Fred W. Riggs (Ecological Approach)

Peter Drucker (Modern Management)

Vincent Ostrom (Public Choice Theory)

Kautilya (Principles and elements of Public Administration; Saptanga Theory of State; Recruitment and Training)