ANNEXURE-II

HIMACHAL PRADESH UNIVERSITY,
(NAAC Accredited "A" Grade University),
DEPARTMENT OF PUBLIC ADMINISTRATION,
SHIMLA-171005.

COURSE WORK FOR PH.D
IN
PUBLIC ADMINISTRATION

w.e.f session 2024-25

Syllabus of Course Work for Ph.D in Public Administration
H.P.University, Shimla-05.

Approved in

PG BOS meeting held on : 06-05-2024 .

Department of Public Administration
Course Work for Doctor of Philosophy in Public Administration w.e.f Academic session 2024-25 as per CBCS norms.
Approved in PG Board of Studies held on 06th May, 2024

The following Credit Based Credit Scheme for Course Work for Ph. D in Public Administration for implementation w.e.f. academic session 2024-25 onwards. There shall be three DSC courses of the study and one Thesis.

The Course work is:

i) In addition to the thesis which every Ph.D student is required to complete under the supervision of a thesis supervisor allotted for the purpose.

ii) compulsory for all students who are admitted to the Ph. D Programme after MA Public Administration

iii) not applicable to students who have successfully completed M. Phil in Public Administration .

The scheme is placed before the Board of Studies.

Course Divisions (L+T) For PDPUB 1 & PDPUB2

Sr.No.	Divisions (L+T)	Credits
1.	Theory (5 hours per week per course)	5
2.	Tutorials (1 hour per week) (Seminars/workshops/Presentations/Group Discussions/Quiz/Assignments)	1
3.	Total Credits	6

Course Divisions (L+P)for PDPUB3

Sr.No.	Divisions (L+P)	Credits
1.	Theory (1 hours per week per course)	1
2.	Tutorials (1 hour per week) (Seminars/workshops/Presentations/Group Discussions/Quiz/Assignments)	1
3.	Total Credits	2

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List of Courses

Courses with Codes, Credits, Contact Hours and Marks Scheme

Course work Ph.D Public Administration under CBCS

Sr. No.	Course Code	Title of the Paper	Credits	Theory Contact Hours (L-5 hrs./Tut.-1 hr. per week)		Marks Scheme	
	DSCs			Lectures (Credits)	Tutorial	Theory	Seminar
1.	PDPUB 1	Advanced Public Administration	6	5	1	80	20
2.	PDPUB 2	Advanced Research Methodology	6	5	1	80	20
3.	PDPUB 3	Research and Publication Ethics	2	1	(Practical) 1	35	15(viva Voce)
		Total	14	11	2(T)+1(P)	Total Marks - 250	

Semester-I

Course No-I		Name of the Paper	Marks
1	(i)	Advanced Public Administration	80
	(ii)	Seminar	20
2.	(i)	Advanced Research Methodology	80
	(ii)	Research Proposal	20
3.	(i)	Research and Publication Ethics	35
	(ii)	Viva Voce	15

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PUBLIC ADMINISTRATION
PHD COURSE WORK
COURSE -DSC (COMPULSORY)
COURSE CODE : PDPUB 1
COURSE NAME: ADVANCED PUBLIC ADMINISTRATION

Maximum marks: 80

Objectives of the paper: Syllabus of this paper has been design to impart knowledge about various contemporary issues and concerns in the field of Public Administration. The focus of this course is to make students aware and understand the issues pertaining to the field of Public Administration.

Course Outcomes: This course will play instrumental goal in enriching the students with real time situations. Holistic skills and knowledge of Public Administration can be imparted through this course. This course will also help in promoting deep insights into the functioning of Public Administration.

ADVANCED PUBLIC ADMINISTRATION

SECTION –I
Concept of Inclusive Development.
Good Governance: Definition, elements, Indicators Characteristics, Reforms for Good governance Bureaucracy & Good governance in Indian context. Globalization and Good governance.

SECTION -II
E-Governance and & E-Governance, E-governance initiative at centre and state level
E-governance as a tool of Good governance.
Innovations in Governance:Changing face of Governance through innovations
Use of Digital governance in 21st century

SECTION -III
Ethics in Public Administration: Ethical concerns in Public Administration
Role of Ethics in Administration,
Challenging Corruption in Indian Public Services
Right to Information Act. 2005.

SECTION -IV
Role of Ethics in Administration in Challenging of Corruption in Indian Public Services,
Machinery to combat corruption.
Problems of Administration in coalition regime.
Second Administrative Reforms Commission & its Recommendations.

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SECTION –V

Disaster Management Prevention, Preparedness and Mitigation, Role and Responsibilities of Central, State, District and Local Administration in Disaster Management.
Disaster Management Act. 2005. Disaster Management in Covid Pandemic
New Public Administration-Characteristics, Elements, Goals of New Public Management, Public Choice Approach & New Taylorism, Impact of Globalization on Public Administration.
Criminalisation of Politics and Administration, Civil service activism, Mission Karmyogi.

Instructions for Paper Setters:Theory paper will be of 80 marks and duration of the paper will be 3 hours. The question paper will be divided into five units and will comprise of Two question from each unit. The candidate shall attempt One question from each unit. Each question will carry Sixteen marks. The candidate will have to attempt Five questions in all. Seminar of 20 marks will be evaluated by the Departmental council. **The candidate has to score 50% marks in each paper to qualify the examination.**

Bibliography:

1. Alka Dhameja: Contemporary Debates in Public Administration.
2. C.P. Bharwal& Kumkum Kishore: Public Administration in India Current Perspective, A.P.H. Publishing Corporation.
3. R.B. Jain: Globalization & good governance pressure for constructive reforms.
4. Indian Journal of Public Administration: Special Issue of IInd Administrative Reform Commission, IIPA, Nov. 2007.
5. S.L. Goel: Advanced Public Administration, Deep & Deep Publications Pvt. Ltd. New Delhi.
6. B.H. Jajoo: Nirnay, special issue on E-governance Sardar Patel Institute of Public Administration, Ahmedabad.
7. E-Governance Compendiums,2007 of Information Technology Govt. Of Madhya Pradesh.
8. M.P. Gupta, Prabhat K, Jaijit Bhattacharya: Government online, Tata Mc Graw Hill Publishing Company Limited, New Delhi, 2004.
9. E-Vayunandan, Dolly Mathew: Good Governance initiatives in India, Prentice Hall of India Pvt. Ltd. New Delhi, 2003.
10. S.L. Goel: Right to Information and Good Governance Deep & Deep Publication Pvt. Ltd. New Delhi, 2007
11. M. G. 'Ramakant Rao: Good Governance Modern Global and Regional perspective Kanishka Publishers & Distributors New Delhi, 2008
12. R.B. Jain: Public Administration in India, 21st Century Challenges for Good Governance, Deep & Deep Publications, New Delhi, 2001.
13. S.L.Goel: Encyclopedia of Disaster Management.
14. W.Nick Carter: Disaster Management-A Disaster Manager's Handbook.

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PUBLIC ADMINISTRATION
PHD COURSE WORK
COURSE -DSC (COMPULSORY)
COURSE CODE : PDPUB 2
COURSE NAME: ADVANCED RESEARCH METHODOLOGY

Maximum marks: 80

Advanced Research Methods

Objective of the Course: The objectives of this paper is to acquaint the students with the advances in the field of Research Methodology; and develop research methodological skills for undertaking research in social sciences in general and in a discipline in particular.

Pedagogy: Class Room Teaching, Presentations, Assignments, Discussions, Book Reviews and Workshops.

SECTION-I

Rationale of Scientific Research, Meaning, Nature, Ethical concern in Social Science Research.
Research: Basic Elements of Research, Research Problem, Concept and objectives
Types of Research, Descriptive vs. Analytical, Applied vs. Fundamental,
Quantitative and Qualitative Research.

SECTION-II

Research Design: Types of Research Design.
Applied Research Design and Evaluative Research Design.
Hypothesis formulation
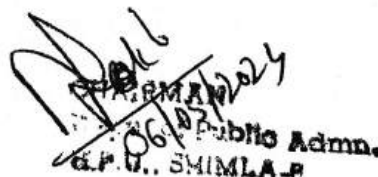Hypothesis testing.

SECTION-III

Methods of Data Collection (Observation, Interview, Questionnaire)
Sampling and Sampling Design
Data Processing, analysis and interpretation.
Report and Thesis Writing. Use of Computers in Social Sciences Research,
especially SPSS.

SECTION-IV

Citation of the Sources in main text, References, Endnotes and Bibliography.
Different Citation Styles, like APA, MLA, Chicago Style
Protocols of Report / Thesis Writing.
Public Administration Research Ethics in the context of recent UGC Regulations

SECTION-V

Plagiarism -definition, Plagiarism types.
Avoiding Plagiarism through referencing and writing skills.
UGC Policy for Academic Integrity and prevention of Plagiarism.
Plagiarism detection Tools and techniques.

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Instructions for Paper Setters:Theory paper will be of 80 marks and duration of the paper will be 3 hours. The question paper will be divided into five units and will comprise of Two question from each unit. The candidate shall attempt One question from each unit. Each question will carry Sixteen marks. The candidate will have to attempt Five questions in all. Research proposal of 20 marks will be evaluated by the Departmental council. **The candidate has to score 50% marks in each paper to qualify the examination.**

Selected Readings:

1. V.A. Pai Panandikar (Ed.): A Survey of Research in Public Administration 1980-90, Delhi, Konark Publishers Pvt. Ltd. 1997
2. Johan W. Creswell Research Design Qualitative & Qualitative Approaches, London, Sage Publications, 1990.
3. Kuldeep Mathur (Ed.): Survey of Research in Public Administration 1970-79, New Delhi, Concept Publishers, 1986.
4. Kalpan Abraham: The Conduct of Equiry Chandler, 1960.
5. Sapna K Sharma , Contemporary Research in Social Sciences, Kindle Direct Publishing, 2019.
6. Young PV: Scientific Social Survey and Research New York, Prentice Hall, 1960.
7. S. Eckhardt, K.V. and E Lrmann M. David: Social Research Methods, Random House, New York, 1997.
8. W.J. Goode and P.K. Hatte: Methods in Social Research, New York, Mc Graw Hill, Internal Edition, 1931.
9. B. N. Ghosh: Scientific Methods and Social Research New Delhi, Sterling Public Pvt. Ltd.
10. M.H. Gopal: An Introduction to Research Procedure in Social Sciences, Asia Publishing House, Delhi, 1970.
11. Moser C.S: Survey Methods in Social Investigation Heinemann, 1961.
12. Lokesh Kaul: Research Methodology of Educational Research, Vikas Publication, New Delhi, 2008.
13. Professor R.K.: Public Administration Research Survey & Trends Arun Publishers 2005, Chandigarh.

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Professor Public Admn
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PH.D COURSE WORK
COURSE -DSC (COMPULSORY)
COURSE CODE :PDPUB 3
COURSE NAME : RESEARCH & PUBLICATION ETHICS

Maximum marks: 35

Course Objective : Objective of this paper is to ensure that research is done in a manner which serves the interests of people, groups or society. It will be helpful in pursuing research as per ethical standards and safeguarding of confidentiality.

Course Outcome : This Course focuses on basics of philosophy of science and ethics, research integrity, publication ethics. Hands-on-sessions are designed to identify research misconduct and predatory publications. Indexing and citation databases, open access publications, research metrics (citations, h-index, Impact Factor, etc.) and plagiarism tools will be introduced in this course.

COURSE CODE :PDPUB 3
COURSE NAME : RESEARCH & PUBLICATION ETHICS(Theory)

SECTION-I

PHILOSOPHY AND ETHICS

Introduction to Philosophy: Definition, nature and scope, Concept and branches.
Ethics: definition, moral philosophy. Nature of moral judgements and reactions.
 SCIENTIFIC CONDUCT : Ethics with respect to science and research, Intellectual honesty and research integrity, Scientific misconducts: Falsification, Fabrication and Plagiarism (FFP) Redundant Publications: duplicate and overlapping publications, Salami Slicing, Selective reporting and misrepresentation of data

SECTION-II

PUBLICATION ETHICS

Publication Ethics: definition, introduction and importance, Best practices standards setting initiatives and guidelines: COPE, WAME etc., Conflicts of interest,
Publication misconduct: definition, concept, problems that lead to unethical behaviour and vice versa, types.
Violation of Publication ethics, authorship and contributor ship,
Identification of Publication Misconduct, complaints and appeals, Predatory publishers and journals.

(Practical Paper)
SECTION-III

OPEN ACCESS PUBLISHING

Open access publications and initiatives, SHERPA/RoMEO online resource to check publisher Copy right & self-archiving policies
Software tool to identify predatory publications developed by SPPU, Journal finder/journal

Suggestion tools viz. JANE, Elsevier Journal Finder, Springer Journal Suggested, etc.
Publication misconduct Group Discussions: Subject specific ethical issues, FFP, authorship,
Conflicts of interest.
Complaints and appeals: examples and fraud from India and abroad. Software tools
Use of plagiarism software like Turnitin, Urkund and other open-source software tools.

SECTION-IV

DATABASES AND RESEARCH METRICS

Databases: Indexing databases
Citation databases: Web of Science, Scopus, etc.
Research Metrics: Impact Factor of journal as per Journal Citation Report, SNIP,SJR,IPP,Cite Score
Metrics: h-index, g index,i10index, altimetrics.

Paper Pattern for End-Semester Examination : There will be 3 Parts (A, B, C) and the Examiner shall
set 5 question from both the Sections (I, II) in total.

- Part A will have 2 questions from Section I of the syllabus of 10 Marks each and students shall
  have to attempt any one.
- Part B will have 2 questions from Section II of the syllabus of 10 Marks each and students shall
  have to attempt any one.
- Part C will have 7 questions from both the Section (I and II) of the syllabus and students shall
  have to attempt any 5 questions each question will carry 3 Marks.**The candidate has to score
  50% marks in Theory paper to qualify the examination.**

Viva voce of 15 marks from Section III & IV will be conducted by the Department council. **The candidate
has to score 50% marks in Viva voce to qualify the examination.**

References:

Bird, A. (2006). Philosophy of Science. Routledge
Israel,M. and I.Hay (2006). Research Ethics in Social Sciences. Sage
Macintyre, Alasdair (1967) A Short History of Ethics. London
P. Chaddah, (2018) Ethics in Competitive Research: Do not get scooped; do not get plagiarized , ISBN:978-9387480865 .
National Academy of Sciences, National Academy of Engineering and Institute of Medicine. (2009). On Being a
Scientist: A Guide to Responsible Conduct in Research: Third Edition. National Academies Press.
Resnik, D. B. (2011). What is ethics in research & why is it important. National Institute of Environmental Health
Sciences, 1-10. Retrieved from https://www.niehs.nih.gov/research/resources/bioethics/whatis /index.cfrn
Beall, J. (2012). Predatory publishers are corrupting open access. Nature, 489(7415), 179- 179.
Indian National Science Academy (INSA), Ethics in Science Education, Research and Governance (2019) , ISBN:978-8 1-939482- 1-7. https: //www .insaind ia.res .in/pdf/Ethics

**Ph.D Dissertation Progress, submission and evaluation will be as per UGC regulations adopted by the
University from time to time.**

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