



MOTHERHOOD
UNIVERSITY, Roorkee
ENLIGHTENING WORLD

Doctor of Philosophy (Ph.D.)
COURSE WORK SYLLABUS

FACULTY OF ARTS, HUMANITIES & SOCIAL SCIENCES
(PUBLIC ADMINISTRATION)

Implemented from June, 2017 onwards

Roorkee-Dehradun Road, Village Karoundi
Post Bhagwanpur, Tehsil Roorkee
District Haridwar, Uttarakhand

Compulsory Course - I

PAPER I- Research Methodology and Computer Applications

Section I: Research Methodology

Max. Marks: 100

((60 hrs) 6 Credits) (70 External+30 Internal)

Objective:

- To enable to student to understand and work methods and concepts related Research.
- To enable the student to develop research proposal and to work with research problem.
- To develop broad comprehension of research area.

UNIT –I : Concept of Research

10 hrs (20 Marks)

Meaning, Concept, nature steps types and characteristics of research., Types and approaches , Ethics in Research and Plagiarism, Scientific Inquiry, Philosophical and Sociological foundations of research, Interdisciplinary approach and its implications in various research area.

Unit II: Types and Methods of Research

10 hrs (20 Marks)

Qualitative and quantitative methods of research like Descriptive, Historical, Case study, Ethnography, Ex-post facto, documentary and content analysis, survey field and laboratory experimental studies. Characteristics of methods and their implications in research area.

Unit III: Development of research proposals

10 hrs (20 Marks)

Research proposal and its elements, Formulation of research problem-criteria of sources and definition, Development of objectives and characteristics of objectives, Development of hypothesis and applications.

Writing a Research Paper, Choosing a Topic, Preparing a Working Bibliography, Outlining and need to write a Research Paper

Unit IV: Methods of data collection & data analysis

10 hrs (20 Marks)

Concept of sampling and other concepts related to sampling. Probability and non-probability samples, their characteristics and implications. Tools of data collections, their types, attributes and uses. Redesigning, research tools-like questionnaire, observation, interviews, scales and tests etc.

Analysis of qualitative data based on various tools. Analysis of quantitative data and its presentation with tables, graphs etc. Statistical tools and techniques of data analysis-measures of central tendency, dispersion. Decision making with hypothesis testing through parametric and non-parametric tests.

Validity and delimitations of research findings.

Section II: Computer Applications

Unit V:

20 hrs (20 Marks)

Basic Knowledge of Computer, Use of Internet for Research Purpose: E-mail, WWW, Web browsing, acquiring technical skills, drawing inferences from data, Use of technology and other equipment in Research, Research publishing tool-MS Word, Adobe acrobat, Graphics tool-MS Excel, Presentation tool-MS Power, Data Analysis Software and Analysis Techniques point. Application of Internet in research : INFLIBNET, Use of Internet, sights (DOAJ), Use of E Journals, Use of E library, use of EBSCO HOST online database of Academic Libraries.

References:

- Best, J.W. (1995) & Kahan, J.V. – Research Education, Prentice Hall of India Pvt. Ltd., New Delhi.
- Edwards, A.L. (1960) – Experimental Design in Psychological Research, New York, Holts (revised Ed.).
- Ferguson, G.A. and Takane Yoshio (1989) – Statistical Analysis in Psychology and Education.
- Garrett, H.E. (1986) – Statistics in Psychology and Education, Vikils Feffers and Simmons Pvt. Ltd.
- Kaul Lokesh (1984) – Methodology of Educational Research, Vikas Publishing House Pvt. Ltd., New Delhi.
- Sukhiya, S. P. : Melhotra P.V., Elements of Educational Research, New Delhi, Allied Publishers.
- Tuckman, B.W. (1972) – Conducting Educational Research, Harcourt Brace, Javanovich.
- Verma, An Introduction to Educational and Psychological Research, Bombay, Asia Publishing House.
- Lindquist, E.F. (1960) – Elementary Statistical Methods in Psychology and Education, Oxford Book Company, New Delhi.
- Sharma, A.R. (1984) Fundamentals of Educational Research, Loyal Book Depot, Meerut.
- Sanders, D.H., Computer Today, NY: McGraw Hill, 1981
- Sinha, P.K., Computer Fundamentals, New Delhi: BPB Publications, 1992
- Cox, J. And Urban, P. “Quick Course in Microsoft Office. Galgotia Publications, New Delhi, 1990.
- Jain, Satish: “Introduction to Computer Science and basic Programming.” BPB Publications, New Delhi, 1990.
- Rajaraman, V., “Fundamental of Computers”, Prentice Hall of India, New Delhi, 1996.
- Saxena, S., “A First Coursein Computers”, Vikas Publishing House Pvt. Ltd., New Delhi, 1998.

**COURSE WORK SYLLABUS
CORE PAPER –II
PUBLIC ADMINISTRATION**

Total Hours 60(6 Credits)

Max. Marks 100

Unit-I

Concept of Public Administration, Evolutionary Phases of Public Administration with Special Reference to Politics-Administration Dichotomy, Role of Public Administration in Developing Societies, Private Administration; Public Private Partnership (PPP)

Unit-II

Approaches to the Study of Public Administration: Classical, Neo Classical/Human Relation Approach, Decision-Making Approach.

Unit-III

Bureaucracy; its Types, Weber's Model, Characteristics and Role, Ideal Bureaucracy, Leadership Theories.

Unit-IV

Administrative Improvement: Meaning and Strategies; Contribution of O & M. Organizational Development: Meaning, Goals Organisation Change.

References:

- Nigro, F.A. and G.N. Nigro Modern Public Administration, New York, Harper and Row, 1980.
- Henry, Nicholas Public Administration and Public Affairs, Englewood Cliffs, N.J. Prentice Hall, 1980.
- Golembiewski Public Administration as a Developing Discipline, New York, Marcel Dekker, 1977.
- Rowat, Donald C.(ed.) Basic Issues in Public Administration, New York, Mermilan, 1967.
- Chahar, S.S. Lok Prasashan Ke Sidhant, Haryana Sahitya Academy.