



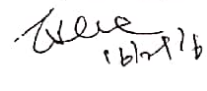
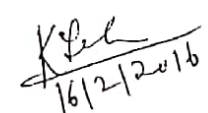
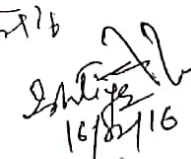
DEPARTMENT OF PUBLIC ADMINISTRATION

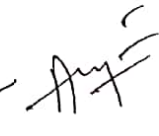
Minutes of the Meeting of the Board of Studies of Department of Public Administration.

I The 10th **BOS** of the Department of Public Administration is held on **16.02.2016 at 10.30 A.M** onwards in Room No.115, Lecture Hall Complex.

II The agenda items have been as follows

1. Conformation of the minutes of the earlier meeting of the BOS held on **28.01.2015**.
2. Introduction of **CBCS** at **PG** level from the Academic Year 2016-17.
3. Introduction of **Bridge course** and syllabus for **2 semesters**.
4. **Replacement and reshuffling** of semester papers in **MA Public Administration**
5. Preparation of syllabus for **BA Public Administration III and IV Semesters**
6. **Modifications / Changes and approval of Research Topics of M.Phil / Ph.D.**
7. Any other item with the **permission of the chair**

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Agenda wise Resolutions:-

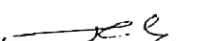
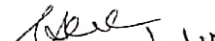
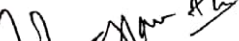
Resolution 1:

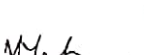
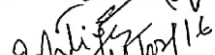
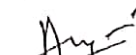
The BOS confirmed the minutes of the earlier meeting of the BOS held on 28.01.2015.

Resolution 2:

After deliberations, the BOS has resolved and recommended the CBCS structure as follows

- There may be four Core paper for PG programme in each semester.
- The Department of Public Administration may offer the following CBCS papers for the CBSC Basket for each semester
 1. Administrative Theory - I Semester
 2. Human Resource Management – II Semester
 3. E-Governance – III Semester
 4. NGOs and Development – IV Semester
- The Department may offer Fundamentals of Information Technology (FIT) under Skill enhancement course (SEC) in Second semester or in any other semester as per the uniform policy of the School / University.
- The Department may offer English under Ability Enhancement Compulsory Course (AECC) in First and Third Semester or in any other semester as per the uniform policy of the School / University.
- Each paper will be of 100 Marks which will be equal to 4 credits.
- However, the structure of CBCS in all aspects may be as decided by the School of Arts & Social Sciences or University, as the case may be, to maintain uniformity in the School or University as the case may be.

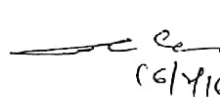
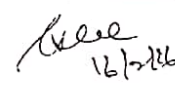
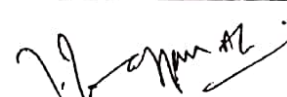
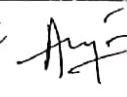






Semester-wise Number of Papers & Credits under the Choice Base Credit System (CBCS) for the PG programme of Public Administration in the Department of Public Administration is as follows:

Semester	Core Courses	Choice based papers courses (CBCS)	Skill Enhancement courses (SEC)	Ability Enhancement Compulsory Course (AECC)	Total Papers	Credits
I	4 Papers 1. Administrative Theory 2. Management 3. Public Policy 4. Political Thought	Administrative Theory		English	6	24
II	4 Papers 1. Public Administration in India 2. Human Resource Management 3. Financial Administration 4. Research Methodology	Human Resource Management	FIT		6	24
III	4 Papers 1. E-Governance 2. Comparative & Development Administration 3. Indian Government & Politics (IGP) 4. Organizational Behavior	E - Governance		English	6	24
IV	4 Papers 1. Welfare Administration 2. NGOs and Development 3. Environmental Studies 4. Local Government	NGOs and Development			5	20
No of papers	16	4	01	2	23	
Total Credits	64	16	04	8		92

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Resolution 3:

The Bridge Course may be as follows

1. It may be a course of 1 year (2 semesters)
2. The Department may offer the following papers in each semester

Semester – I Introduction to Public Administration

Semester – II Indian Administration

Each paper may be of **100 Marks (4 Credits)**. The question paper may have eight questions. However, five questions may be answered. All questions may carry equal marks. However the structure and the Scheme of examination may be as decided by the School of Arts & Social Sciences or University as a policy matter to have uniformity in the scheme

Resolution 4:

The BOS has resolved and recommended the Replacement and Reshuffling of papers in MA Public Administration as follows

1. The paper of Women Studies may be replaced with Local Government in India.
2. The Reshuffling of papers in MA in Public Administration may be as follows.

Semester	Semester wise papers for MA in Public Administration
I	1. Administrative Theory 2. Management 3. Public Policy 4. Political Thought
II	1. Public Administration in India 2. Human Resource Management 3. Financial Administration 4. Research Methodology
III	1. E- Governance 2. Comparative & Development Administration 3. Indian Government & Politics (IGP) 4. Organizational Behaviour
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16/2/2016 16/2/16

Resolution 5:

The BOS has prepared the syllabus for the BA Public Administration course for the III and IV Semesters. It is placed in Annexure I & II

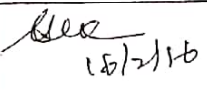
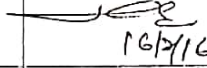
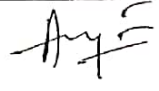
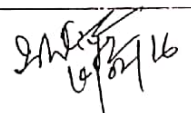
Resolution 6:

The BOS finalized / modified / made changes in the Research Topics of the Scholars of M.Phil / Ph.D in Public Administration and placed the details in Annexure - III

Resolution 7:

Under any other item, the BOS has considered the list of admissions made so far in the Department in the programmes of M.Phil and Ph.D in Public Administration.

The meeting ended with vote of thanks.

1	Dr. Kaneez Zehra <i>HOD, Associate Professor</i>	Chairperson	
2	Prof. G. Srinivas Reddy <i>Kakatiya University, Warangal</i>	External Member	 15/2/16
3	Prof. M. Moazzam Ali <i>Hyderabad Central University, Hyderabad</i>	External Member	
4	Prof. S.M. Rahmatullah <i>Dean, (SA&SS)</i>	Member	 16/2/16
5	Dr. Abdul Quayum <i>Associate Professor</i>	Member	
6	Dr. Syed Najiullah <i>Assistant Professor</i>	Member	
7	Dr. Ishtiyag Ahmad <i>Assistant Professor</i>	Member	 16/2/16

Agenda wise Resolutions:-

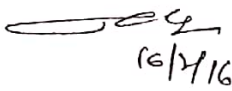
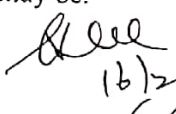
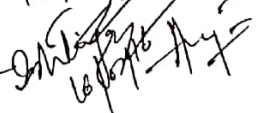
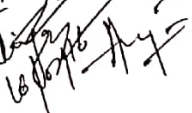
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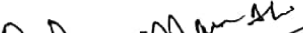
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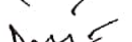
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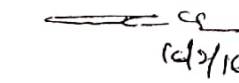
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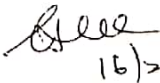
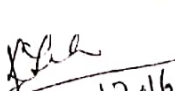
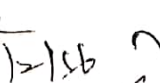
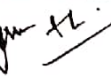
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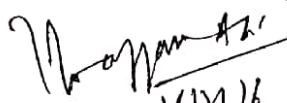
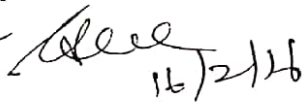
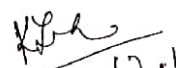
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13. Maheshwari, S.R. 1970, Local Government in India, Laxmi Narain Aggarwal, Agra.
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15. T N. Chaturvedi and A. Dutta (eds.), 1984 Local Government, IIPA, New Delhi
16. M.A. Muttalib 1982 Theory of Local Government, Sterling Publishers Pvt. Ltd. New Delhi
17. Debidas Nanda, 1998 Municipal Administration in India, Ganga Kaveri Publishing House, Varanasi.
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19. M Venketarangaia & M. Pattabhiram, 1969 Local Government in India Allied. New Delhi
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21. Singh U B 2004, Urban Administration in India, Serial Publication, New Delhi,
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MAULANA AZAD NATIONAL URDU UNIVERSITY

Department of Public Administration

B.A Public Administration

III SEMESTER Disaster Management in India

UNIT-I : Conceptual Aspects of Disaster Management

1. Meaning and Concept of Disaster
2. Classification of Disasters : Natural and Man Made Disasters
3. Consequences of Disaster and Hazards, Loss of Human and Animal Life, Psychological Trauma, Damage to Habitat, Spread of Epidemics and Damage to Infrastructure.

Unit-II: Disaster Management in India

1. Concept of Disaster Management
2. Disaster Management Policy in India
3. National Disaster Management Authority of India – Organization & Functioning
4. Role of Central, State and Local Agencies in Disaster Management

Unit –III: I Disaster Preparedness

1. Identification of various risks
2. Orientation to preparedness planning
3. Condition for preparedness and Facilities for Rehabilitation
4. Role of IT in disaster preparedness – GIS and GPS

Unit-IV: Disasters Relief Measures & Agencies

1. Restoration of Communication links
2. Provision of Medical Relief, Food & Water
3. Rehabilitation
4. Role of International Agencies, Military & Para Military forces & NGOs in disaster relief

Suggested Readings:

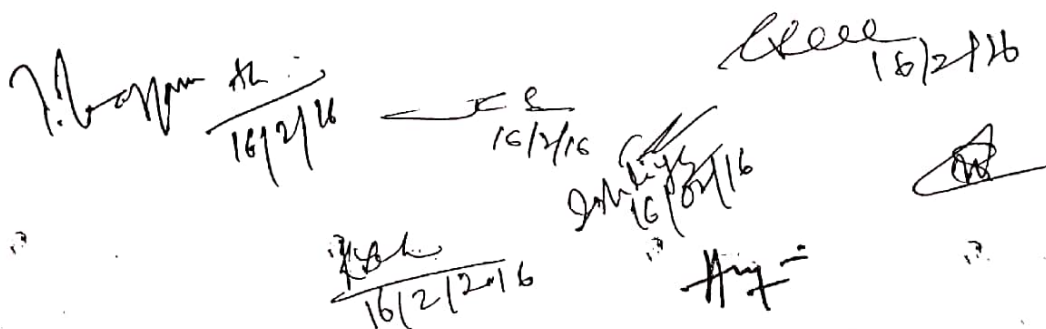
1. Bryant Edwards (2005): Natural Hazards, Cambridge University Press, U.K.
2. Carter, W. Nick, (1991) Disaster Management, Asian Development Bank, Manila.
3. Central Water Commission, (1987), Flood Atlas Of India, Cwc, New Delhi.
4. Central Water Commission, (1989), Manual Of Flood Forecasting, New Delhi.
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6. Sahni, Pardeep Et.Al. (Eds.) 2002, Disaster Mitigation Experiences And Reflections. Prentice Hall Of India, New Delhi.
7. Rajib shaw and RR Krishna Murthy,(2009), Disaster Management : Global Challenges and Local Solutions
8. S.L. Goel, Management of Man Made Disaster, Deep & Deep Publications, New Delhi
9. A.K. Jain, A Practical Guide To Disaster Management
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17. Stoßman, J.P. et al. (2004) International Perspectives on Natural Disasters, Kluwer Academic Publications. Dordrecht.
18. Singh Jagbir (2007) " Disaster Management Future Challenges and Oppurtunities",. Publisher-
19. Disaster Management and Rehabilitation Authored by Rajdeep Dasgupta
20. Disaster Management in India Authored by Dr. Kadambari Shanna & Dr. Avinash Chiranjeev
21. Roy, P.S. (2000): Space Technology for Disaster management: A Remote Sensing & GIS Perspective, Indian Institute of Remote Sensing (NRSA)
22. Sharma, R.K. & Sharma, G. (2005) (ed) Natural Disaster, APH Publishing Corporation, New Delhi.


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Semester – IV Paper IV- Indian Administration