

SRI KRISHNA ARTS AND SCIENCE COLLEGE

An Autonomous College Affiliated to Bharathiar University
Coimbatore - 641008, Tamil Nadu, India.

LEARNING OUTCOMES BASED CURRICULUM FRAMEWORK (LOCF)

M.A PUBLIC ADMINISTRATION (I to II Semester)

for 2023-2024 admitted students

DEPARTMENT OF PUBLIC ADMINISTRATION



SRI KRISHNA ARTS AND SCIENCE COLLEGE
COIMBATORE – 641008

DEPARTMENT OF PUBLIC ADMINISTRATION
(2023-2025)

I. Programme Educational Objectives (PEOs)

Post Graduates from the Department of Public Administration Programme are expected to achieve the following PEOs within three to five years of graduation

| | |
|--------------|---|
| PEO 1 | Will administer the public, private and related organisations by acquiring traditional and contemporary knowledge and demonstrate expertise knowledge through digital and media skills. |
| PEO 2 | Perform as a team member and a leader to solve complex social, political and administrative problems in a variety of settings (public, private and not-for profit sector). |
| PEO 3 | Develop intellectual flexibility, creativity, numeracy and diversified culture to engage them in lifelong learning and provide professional service. |
| PEO 4 | Demonstrate ethical and professional values in providing services through effective communication skills. |

II. Programme Learning Outcomes (PLOs)

The following Programme Learning Outcomes have been identified for M.A. Public Administration:

| | |
|--------------|--|
| PLO 1 | Knowledge: Acquire in-depth knowledge of theory, research and practice of administration especially in public governance, with an ability to compare, evaluate, analyse contemporary issues and knowledge and integrate the same for advancement of knowledge. (Cognitive) |
| PLO 2 | Critical Thinking Skills: Ability to apply analytical and critical skills in solving complex social, political and administrative problems in a variety of settings (public, private and not-for profit sector) with a wider theoretical, practical and policy context. (Cognitive) |
| PLO 3 | Practical Skills: Endow the graduate with practical skills such as social skills, interpersonal skills, decision making skills, interpretation skills, behavioural skills, and research skills that can be used in a variety of setting (public, private and not-for profit sector) to solve complex social, political and administrative problems (Psychomotor Skills) |
| PLO 4 | Team-work Skills: Endow the graduate with capacity to play an important role as an individual and as a member or leader in a diverse setting (public, private and not-for profit sector). This includes the ability to plan a task, set directions, allocate functions, motivate and inspire members towards a task, and achieve the intended tasks in a smooth and efficient way. (Interpersonal skills & Team work) (Affective) |

| | |
|--------|--|
| PLO 5 | Communication Skills: Ability to communicate confidently and effectively with all concerned stakeholders, including a society at large regarding complex economic, social, political, cultural and administrative activities in a variety of settings (public, private and not-for profit sector). This includes the ability to comprehend and write effective policies, reports, proposals and dissertations, documentation, presentation, and using of different communication methods, tools and techniques. (Affective) |
| PLO 6 | Digital Skills: Endow the graduate with practical and modern Information Communication and Technology (ICT) tools that can be used in a variety of settings (public, private and not-for profit sector) to ease the process and solve complex social, political and administrative problems. (Affective) |
| PLO 7 | Numeracy Skills: Endow the graduate with numeracy skills that are necessary to use it in their personal and academic activities, including to solve some complex economic, social, political and administrative problems in a variety of settings (public, private and not-for-profit sectors). (Cognitive) |
| PLO 8 | Leadership Skills: Endow the graduate with leadership skills that are necessary to use it as a leader of a team or an organisation in a variety of settings (public, private and not-for profit sector). This include planning, organising, directing, motivating, coordinating, and other functions to achieve objectives of an organisations. (Affective) |
| PLO 9 | Lifelong Learning Skills: Endow the students with academic abilities, personal qualities and transferable skills which will engage them in independent and life-long learning in the broadest context of social change and to develop them as a responsible citizen. (Affective) |
| PLO 10 | Entrepreneurship Skills: The make the students aware about the business environment including social entrepreneurship, motive them to take up entrepreneurship as carrier and inculcate the confidence to start their own venture. (Affective) |
| PLO 11 | Ethics and Professional Skills: Apply ethical principles and commit to professional ethics and skills in a diverse setting (public, private and not-for profit sector). Also, to motive and engage them as a responsible citizen. (Affective) |

III. Programme Learning Outcomes Vs Graduate Attributes Vs Taxonomy of Verbs

| PLO | Graduate Attributes | | | | | | | | | | | Blooms | | |
|-----|---------------------|-------------------|------------------|-----------|----------------------|----------------|----------|-------------------|-------------------|------------------------|--------------------------|-----------|-------------|-----------|
| | Knowledge | Critical Thinking | Practical Skills | Team work | Communication skills | Digital skills | Numeracy | Leadership skills | Lifelong learning | Entrepreneurial skills | Ethics & Professionalism | Cognitive | Psychomotor | Affective |
| 1 | √ | | | | | | | | | | | √ | | |
| 2 | | √ | | | | | | | | | | √ | | |

| | | | | | | | | | | | | | |
|----|--|--|---|---|---|---|---|---|---|---|---|---|---|
| 3 | | | √ | | | | | | | | | √ | |
| 4 | | | | √ | | | | | | | | | √ |
| 5 | | | | | √ | | | | | | | | √ |
| 6 | | | | | | √ | | | | | | | √ |
| 7 | | | | | | | √ | | | | | √ | |
| 8 | | | | | | | | √ | | | | | √ |
| 9 | | | | | | | | | √ | | | | √ |
| 10 | | | | | | | | | | √ | | | √ |
| 11 | | | | | | | | | | | √ | | √ |

IV. Mapping of PEOs and PLOs

| | PLO1 | PLO2 | PLO3 | PLO4 | PLO5 | PLO6 | PLO7 | PLO8 | PLO9 | PLO10 | PLO11 |
|------|------|------|------|------|------|------|------|------|------|-------|-------|
| PEO1 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 1 | 3 |
| PEO2 | 3 | 3 | 3 | 3 | 3 | | | 3 | 2 | 3 | 1 |
| PEO3 | 3 | 3 | 3 | 2 | 2 | 2 | 3 | 3 | 3 | 1 | 2 |
| PEO4 | | | | | 3 | 2 | | | | | 3 |

V. Additional Programme Outcomes (APOs)

The Additional Programme Outcomes for M.A Public Administration are:

| | |
|--------------|---|
| APO 1 | An intellectual curiosity in the pursuit of knowledge |
| APO 2 | An understanding and respect for the values, principles and methods of the university, cutting across disciplinary boundaries. |
| APO 3 | Articulation of complex ideas as per the needs and capacities of particular audiences. |
| APO 4 | A robust multi-disciplinary approach to learning that will facilitate further strengthening of the academic community at large. |
| APO 5 | A strong sense of ethical, social and global responsibilities |
| APO 6 | Productive utilisation of disciplinary knowledge to contribute to the academic and society at large |
| APO 7 | Engagement with scholarly community and civil society at large for the development and achievement of broader academic and social ends. |

VI. Programme Specific Outcomes (PSOs)

On the completion of M.A. Public Administration, the graduates will be able to

| | |
|--------------|--|
| PSO 1 | Understand the basic concepts of public administration, bureaucracy, governance, budgeting, finance, public policy, policy analysis, human resource management, information management and technology. |
| PSO 2 | Have the research skills to critically analyze public, private, and not-for profit administration issues, managerial issues and policy recommendations. |
| PSO 3 | Communicate and interact productively with a diverse and changing workforce and citizenry. |
| PSO 4 | Develop/formulate a public policy response to social or economic problem. |

VII. Curriculum Structure for M.A. Public Administration

Course Components, Credits & Marks Distribution

| Course Type | Number of Courses | Credits per Course | Total Credits | Marks | Semester |
|---|--|--------------------|---------------|-------------|----------|
| Discipline Specific Courses (DSC) | 19 | 4-5 | 75 | 1850 | I to IV |
| Discipline Specific Elective Courses (DSE) | 2 | 4 | 8 | 200 | II & III |
| Generic Electives Courses (GEC) | 3 | 2-4 | 7 | 200 | II & III |
| DTC – Drive Through Courses (SWAYAM-NPTEL, Coursera, Any courses certified by statutory bodies, etc.) | Additional 4 Credits per Course will be given on submission of Certificate | | | | I to IV |
| Total | | | 90 | 2250 | |

1. Discipline Specific Courses (DSC)

These courses are to be studied compulsorily by the students as a core requirement. The students are required to take DSCs across four semesters. The courses designed

under this category aim to cover the basics that a student is expected to imbibe in the particular discipline.

| S. No. | Course Code | Course Title | Semester | Contact Hours | Credits | Marks |
|--------|-------------|---|----------|---------------|---------|-------|
| 1 | 23PAP01 | DSC 1: Introduction to Public Administration | I | 5 | 4 | 100 |
| 2 | 23PAP02 | DSC 2: Political Science: Concepts and Principles | I | 5 | 4 | 100 |
| 3 | 23PAP03 | DSC 3: Indian Constitution and Administrative System | I | 5 | 4 | 100 |
| 4 | 23PAP04 | DSC 4: Administrative Thinkers | I | 5 | 4 | 100 |
| 5 | 23PAP05 | DSC 5: Principles of Management | I | 5 | 4 | 100 |
| 6 | 23PAP06 | DSC 6: Organisational Behaviour | I | 5 | 4 | 100 |
| 7 | 23PAP07 | DSC 7: Comparative Public Administration | II | 5 | 4 | 100 |
| 8 | 23PAP08 | DSC 8: Administrative Law | II | 5 | 4 | 100 |
| 9 | 23PAP09 | DSC 9: Decentralisation and Local Self Government | II | 5 | 4 | 100 |
| 10 | 23PAP10 | DSC 10: Indian Economy | II | 6 | 4 | 100 |
| 11 | 23PAP11 | DSC 11: Human Resource Management | II | 5 | 4 | 100 |
| 12 | 23PAP12 | DSC 12: Public Policy Analysis | III | 5 | 4 | 100 |
| 13 | 23PAP13 | DSC 13: Development Administration | III | 5 | 4 | 100 |
| 14 | 23PAP14 | DSC 14: Research Methodology | III | 5 | 4 | 100 |
| 15 | 23PAP15 | DSC 15: Environment and Disaster Management | III | 5 | 4 | 100 |
| 16 | 23PAP16 | DSC 16: International Relations, Organisations and Foreign Policy | IV | 3 | 2 | 50 |
| 17 | 23PAP17 | DSC 17: Values, Ethics, Integrity and Human Rights | IV | 6 | 4 | 100 |

| | | | | | | |
|--------------|---------|--|----|---|-----------|-------------|
| 18 | 23PAP18 | DSC 18: Industrial Relations and Labour Welfare Administration | IV | 6 | 4 | 100 |
| 19 | 23PAP19 | DSC 19: Dissertation/ Research Project and Viva-voce Examination | IV | 9 | 5 | 100 |
| Total | | | | | 75 | 1850 |

2. Discipline Specific Electives (DSE) (2 Courses)

Discipline Specific Elective Courses offered under the main discipline of study which may be specialized or advanced or supportive to the discipline of study. Students can choose any two courses from the following list.

| S. No. | Course Code | Course Title | Semester | Contact Hours | Credits | Marks |
|--------------|-------------|--|----------|---------------|----------|------------|
| 1 | 23PAP20 | DSE 1: Non-Profit Management: Option I: NGO Management and Resource Mobilisation | III | 5 | 4 | 100 |
| | 23PAP21 | DSE 1: Non- Profit Management Option II: Community Development | IV | 6 | 4 | 100 |
| 2 | 23PAP22 | DSE 2: Human Resource management Option I: Organisation Change and Development | III | 5 | 4 | 100 |
| | 23PAP23 | DSE 2: Human Resource management Option II: Training and Development | IV | 6 | 4 | 100 |
| Total | | | | | 8 | 200 |

3. Generic Elective Courses (GEC) (3 Courses)

Generic Elective Courses are interdisciplinary in nature. They are additional courses based on expertise, specialization, requirements, scope, and need of the department. The students will have the choice of taking THREE GECs.

List of Courses Offered by Department

| Group | Course Code | Course Title | Semester | Contact Hours | Credits | Marks |
|--------------|-------------|---|----------|---------------|----------|------------|
| I | 23GEP03 | Quantitative Aptitude | II | 4 | 3 | 100 |
| | 23GEP05 | Statistical Methods | III | 3 | 2 | 50 |
| | 23GEP06 | Practical- Predictive Software Analysis | III | 2 | 2 | 50 |
| Total | | | | | 7 | 200 |

4. Drive Through Course (DTC)

i. (DTC) I & II– Online Certification - Additional Credits

These courses are intended to bring out and promote the self-learning initiative of the students – where their own motivation is what drives them to complete the course and not external compulsions. This fosters the habit of keeping oneself updated always by means of self-study. It gives opportunities to the students to explore new areas of interest and earn additional credits. Students can take any number of courses under this cafeteria system. The credits will not be taken for CGPA calculation. Additional 4 credits per Course will be given on submission of certificate.

- a. SWAYAM-NPTEL
- b. Coursera
- c. Any courses certified by statutory bodies.

ii. (DTC – III) – Article Publication - To be Completed -

Students individually or with the maximum of four members per batch are asked to publish article in Scopus or Web of Science Journals (Or) publish book chapters. Additional 4 credits per Course will be given on submission of proof of the published paper (or) book chapter.

VIII. Semester-wise Scheme

| Semester I | | | | | | | | | | |
|-------------|---|-----|-----------------|-------------|------|-----|-------------|---------|----------|---------|
| Course Code | Course Title | T/P | Ins. Hrs / week | Examination | | | | Credits | SD/EM/EN | L/R/N/G |
| | | | | Dur. Hrs | CI A | E S | Total Marks | | | |
| 23PAP01 | DSC 1: Introduction to Public Administration | T | 5 | 3 | 25 | 75 | 100 | 4 | SD | G |
| 23PAP02 | DSC 2: Political Science: Concepts and Principles | T | 5 | 3 | 25 | 75 | 100 | 4 | SD | G |
| 23PAP03 | DSC 3: Indian Constitution and Administrative System | T | 5 | 3 | 25 | 75 | 100 | 4 | SD | L/R/N |
| 23PAP04 | DSC 4: Administrative Thinkers | T | 5 | 3 | 25 | 75 | 100 | 4 | SD/EM | G |
| 23PAP05 | DSC 5: Principles of Management | T | 5 | 3 | 25 | 75 | 100 | 4 | SD/EM | G |
| 23PAP06 | DSC 6: Organisational Behaviour | T | 5 | 3 | 25 | 75 | 100 | 4 | SD/EM | G |

| DTC I - Additional Credit Courses (NPTEL/ Coursera) | | | | | | | | | | |
|---|--|-----|-----------------|-------------|------|-----|------------|-----------|---------|--------------|
| Total | | | | 30 | | | 600 | 24 | | |
| Semester II | | | | | | | | | | |
| Course Code | Course Title | T/P | Ins. Hrs / week | Examination | | | Credits | SD/EM/EN | L/R/N/G | |
| | | | | Du r. Hr s | CI A | E S | | | | Total Mark s |
| 23PAP07 | DSC 7: Comparative Public Administration | T | 6 | 3 | 25 | 75 | 100 | 4 | SD | G |
| 23PAP08 | DSC 8: Administrative Law | T | 5 | 3 | 25 | 75 | 100 | 4 | SD | N/G |
| 23PAP09 | DSC 9: Decentralisation and Local Self Government | T | 5 | 3 | 25 | 75 | 100 | 4 | SD | L/R/N |
| 23PAP10 | DSC 10: Indian Economy | T | 5 | 3 | 25 | 75 | 100 | 4 | SD | L/R/N |
| 23PAP11 | DSC-11: Human Resource Management | T | 5 | 3 | 25 | 75 | 100 | 4 | SD/EM | G |
| 23GEP03 | GEP- 1 Quantitative Aptitude | T | 4 | 3 | 25 | 75 | 100 | 3 | SD/EM | G |
| DTC II - Additional Credit Courses (NPTEL/ Coursera) | | | | | | | | | | |
| Total | | | | 30 | | | 600 | 23 | | |
| Semester III | | | | | | | | | | |
| Course Code | Course Title | T/P | Ins. Hrs / week | Examination | | | Credits | SD/EM/EN | L/R/N/G | |
| | | | | Du r. Hr s | CI A | E S | | | | Total Mark s |
| 23PAP12 | DSC 12: Public Policy Analysis | T | 5 | 3 | 25 | 75 | 100 | 4 | SD/EM | G |
| 23PAP13 | DSC 13: Development Administration | T | 5 | 3 | 25 | 75 | 100 | 4 | SD | G |
| 23PAP14 | DSC 14: Research Methodology | T | 5 | 3 | 25 | 75 | 100 | 4 | SD/EM | G |
| 23PAP15 | DSC 15: Environment and Disaster Management | T | 5 | 3 | 25 | 75 | 100 | 4 | SD | L/R/N/G |

| 23PAP20/ 23PAP22 | DSE 1: Option I: Non-Profit Management- NGO Management and Resource Mobilisation DSE 2: Option I: Human Resource Management- Organisation Change and Development | T | 5 | 3 | 25 | 75 | 100 | 4 | SD/ EM/ EN | G |
|---------------------|---|---------|------------------------------|---------------------|---------|--------|-------------|------------------|------------------|--------------------|
| 23GEP05 | GEP04: Statistical Methods | T | 3 | 3 | 10 | 40 | 50 | 2 | SD | G |
| 23GEP06 | GEP06: Practical: Predictive Software Analysis | P | 2 | 3 | 20 | 30 | 50 | 2 | SD | G |
| Total | | | 30 | | | | 600 | 24 | | |
| Semester IV | | | | | | | | | | |
| Course Code | Course Title | T/ P | Ins. Hrs / we ek | Examination | | | Credit s | SD/ EM/ EN | L/R/ N/G | |
| | | | | Du r. Hr s | Cl A | E S | | | | Total Mark s |
| 23PAP16 | DSC 16: International Relations, Organizations and Foreign Policy | T | 3 | 3 | 10 | 40 | 50 | 2 | SD | G |
| 23PAP17 | DSC 17: Values, Ethics, Integrity and Human Rights | T | 6 | 3 | 25 | 75 | 100 | 4 | SD/ EM | N/G |
| 23PAP18 | DSC 18: Industrial Relations and Labour Welfare Administration | T | 6 | 3 | 25 | 75 | 100 | 4 | SD/ EM | N |
| 23PAP21/ 23PAP23 | DSE 1: Option II: Non-Profit Management- Community Development DSE 2: Option II: Human Resource Management- Training and Development | T | 6 | 3 | 25 | 75 | 100 | 4 | SD/ EM | G |
| 23PAP19 | DSC 19: Dissertation/ Research Project and Viva -voce Examination | T | 9 | - | 40 | 60 | 100 | 5 | SD/ EM | N/G |

| DTC III – Paper Publications / Book Publications | | | | | | | | |
|---|--|----|--|--|------|----------------------------------|--|--|
| Total | | 30 | | | 450 | 19 | | |
| Total | | | | | 2250 | 90 | | |
| Drive-Through Course (DTC): Courses offered in SWAYAM-NPTEL, Coursera OR Any courses certified by statutory bodies. | | | Additional 4 credits per Course will be given on submission of Certificate | | | During Semester I to Semester VI | | |

| The Courses focus on the following needs | |
|--|-------------------|
| SD | Skill Development |
| EM | Employability |
| EN | Entrepreneurship |
| L | Local |
| R | Regional |
| N | National |
| G | Global |

Semester-wise Distribution

| Semester | Total Marks | Total Credits |
|--------------|-------------|---------------|
| I | 600 | 24 |
| II | 600 | 23 |
| III | 600 | 24 |
| IV | 450 | 19 |
| Total | 2250 | 90 |

List of Courses Offered by Mathematics

| SEM | Course Code | Course Title | T/P | Ins. Hrs/ week | Examination | | | | Credits |
|-----|-------------|---|-----|----------------|-------------|-----|----|-------------|---------|
| | | | | | Dur. Hrs | CIA | ES | Total Marks | |
| II | 23GEP03 | GEP- 1: Quantitative Aptitude | T | 4 | 3 | 25 | 75 | 100 | 3 |

| | | | | | | | | | |
|-----|---------|--|---|---|---|----|----|----|---|
| III | 23GEP05 | GEP- 2: Statistical Methods | T | 3 | 3 | 10 | 40 | 50 | 2 |
| II | 23GEP06 | GEP- 3: Practical- Predictive Software Analysis | P | 2 | 3 | 20 | 30 | 50 | 2 |

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CH PROJECT AND VIVA-VOCE EXAMINATION (23PAP19)

Introduction: The research experience of students is greatly enriched by early exposure to conducting research. There are numerous benefits of undergraduate students who get involved in research. They are better off in understanding published works, determine an area of interest, can discover their passion for research and may start their career as a researcher. Further students will be able to develop ability for scientific inquiry and critical thinking, ability in the knowledge base and communication. This course is included to promote above mentioned abilities among the students.

Learning Objectives:

- To help students to learn how to develop scientific research designs in the study of public administration.
- To guide students to understand the previous research in their field of interest and review them to arrive at a research problem
- To encourage the students to learn ways to describe and evaluate public policy implementation.
- To help students understand the logic of hypothesis testing in both quantitative and qualitative research.
- To make students to learn the methods of writing a research report.

Expected outcomes: Students will be able to

- Independently prepare a research design to carry out a research project
- Review the related research papers to find out a research problem and relevant hypotheses Understand the dynamics of citizen – administrative interface and administrative behaviours.
- Learn the use of statistical techniques for interpretation of data.
- Learn the APA style of reporting a research project.

A student is required to carry out a project on an issue of interest to him / her under the guidance and supervision of a teacher. In order to do so s/he must have the knowledge in research methodology and of steps in planning and conducting research. The supervisors may help the students to go on field study / study tour relevant to their work. Thirty hours of class may be arranged in the routine to help students understand research methodology, and planning, conduction and reporting on the research. An external examiner with the supervisor as the internal examiner will evaluate the research project on the basis of scientific methodology in writing the report, and presentation skill and performance in the viva.

Mark Distribution

Internal: 40 Marks (Periodical reviews)

First Review

10 Marks

Second Review 10 Marks

Third Review 20 Marks

External: 60 Marks (Project Report & Viva-voce)

External Mark distribution for dissertation / Research project

| Identification of problem | Review of Literature | Methodology | Analysis | Findings | Viva-voce | Total |
|----------------------------------|-----------------------------|--------------------|-----------------|-----------------|------------------|--------------|
| 05 | 05 | 05 | 10 | 10 | 25 | 60 |