Lesson Plan MA II Semester

Teacher name: Dr. K K Poonia

Subject: Public Administration ( **Public Administration-II )**

April 2021

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| Bureaucracy- Theories, Types and Roles, Max Weber and his Critics.  Civil Servant - Minister Relationship, Downsizing and Modernization of  Bureaucracy.  Personnel Administration-Recruitment, Training, Promotion, Discipline,  Morale Employee-Employer Relations |

May 2021

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| Financial Administration- Budget, Audit.  Control Over Finance with Special Reference to India and U.K.  Development Planning and Administration in India. |

June 2021

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| Good Governance- Problems of Administration, Corruption, Transparency and  Accountability.  Administrative Reforms, Right to Information and Crisis Management. |

July 2021

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| Leadership- Role in Decision-Making, Communication,  Grievance Redressal Institutions- Ombudsman, Lokpal and Lokayukta.  Role of Political Parties, Pressure Groups and Public Opinion in the Process of  Policy Formation. |