

## SECOND SEMESTER

### MPA 506 Development Management-II

#### Course Objective

The objective of this course is to provide contemporary development efforts and their impacts. It also makes students able to analyze development goals, implementation mechanism, and the issues related to development management.

#### Contents

1. Ecology of public administration: Structural functionalism approach, Political system capability
2. Development Strategies: institutionalism, Sustainable Development and Post Sustainable Development approaches, Millennium Development Goal and Post MDG, Basic Need Approach, Human Right based approach
3. Essentials of development management: Training management, Administrative reform, Human Resource Development.
4. Social accountability: Citizen Charter, Social Audit, Management audit, Performance management, Inclusion
5. Issues of Development Management: Corruption, Poverty, Migration, Application of ICT/E-Governance, Trust in public institution, Climate change

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## **MPA 507 Public Policy-I**

### **Course Objective**

The objective of this course is to provide basic knowledge about the conceptual foundations and principles relating to the analytical and interdisciplinary field of public policy. The course intends to aid the students to conceptualize policy making and public policy decision making.

### **Contents**

1. Basic Foundations: Concept of Public Policy and Policy Analysis. Nature and Scope of Public Policy, Typology of Public Policy, Scope of Public Policy, Analytical Approaches to Policy Study, Importance of Policy Study, Limits of Public Policy
2. Policy Philosophies and Public Interest: Forms of Policy Philosophies and Public Interest, Public/Collective goods and Private goods
3. Theoretical Approaches to Policy Making: Political Systems Theory, Elite Theory, Group Theory, Institutionalism, Public Opinion Model, Two way communication theory
4. Public Policy Decision Making: Rational Decision Making, Disjointed Incrementalism, Mixed Scanning, Concept of Bounded Rationality
5. Constraints on Decisions: Economic constraints on decision-making, Political Constraints on Decision making

### **References**

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## **MPA 508 Administrative System in Nepal**

### **Course Objective**

The objective of this course is to acquaint students with the evolution and development of administrative system of Nepal so that students can analyze the administrative structure, process and spheres of Nepalese administration.

### **Contents**

1. Administrative System in ancient Period: Kirat, Lichhavi, Malla
2. Administrative System in Post-Unification: Shah Administration, Rana Administration
3. Central and Sub-nation Level Administrative System in Nepal: Central Level: Constitutional Bodies, Ministries and Departments, Subnational Level, Local Level: Interrelationship between Central and Subnational Level
4. Administrative Reform efforts in Nepal: Concept of Administrative reform, Efforts of Administrative reform in government, Implementation of AR and its challenges
5. Administrative Culture and Trends: Administrative culture in Nepal, Emerging Trends and Issues of Administrative System

### **Reference**

- Agrawal, Hem Narayan (1976) The Administrative System of Nepal from Tradition to Modernity. New Delhi: Vikash Publishing House Pvt. Ltd.
- Baiday, Tulasi Ram/Manandhar, Triratna (2053), Adhunik Nepal ko Prashasanik Itihas (1768-1951). Kathmandu: Nepal Asiali Anishandhan Kendra
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## **MPA 509 Statistics for Public Administration**

### **Course Objective**

The objective of this course is to familiarize the students with basic tools and techniques required to conduct social and behavioral research in Public Administration.

### **Contents**

1. Introduction: Concept, nature, significance and scope of statistics. General Field of Statistics: Descriptive and Inferential; Measure of Central Tendency: Mean, Median and Mode; Measures of Dispersion: Range, Mean Deviation, Variance, Standard Deviation and Coefficient of Variation
2. Determining the Bivariate relationship: Correlation Analysis: Karl Pearson and Spearman's Rank method, Regression: Simple Linear Regression
3. Probability: Basic terminology: Combination, Event and its type, Sample space, Introduction of probability: (Classical approach, relative frequency approach and subjective approach), Basic laws of probability: additional rule, multiplication rules, conditional probability, and Theoretical probability distribution: Binomial, Poisson and normal distribution.
4. Estimation: Introduction of estimation, Criteria of a good estimator, Types estimates: Point and Interval Estimate, Interval estimate of population mean and population proportion; Determining sample size.
5. Test of Hypothesis: Introduction: Meaning, Significance Level and importance, Some basic terminologies: null and Alternative Hypothesis, One tailed and Two tailed test, Type-I and Type-II error, parametric and non-parametric test; Steps in Test of Hypothesis; Test of significance of Large sample: mean (single and double sample), population proportion (single and double sample); Test of significance of small sample: Mean (single and double sample), sample correlation coefficient, test of significance of two sample variances, Chi-square test of goodness of fits and test of independence attribute, Kruskal Wallis test: Test of significance of more than two sample means.

### **Reference**

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Taha, Hamdy A. (1999) *Operations Research an Introduction*. New Delhi: Prentice Hall

## **MPA 510 Organization Behavior**

### **Course Objective**

The objective of this course is to provide students a detailed knowledge on organizational behavior so as to make them competent and capable in understanding concepts, theories, tools and techniques of organizational behavior. This course intends to develop analytical and creative skills among students so that they can practice it in actual working environment.

### **Contents**

1. Fundamentals of Organization behavior: Concept and Evolution of OB, OB and Public Administration, Changing Features of OB
2. Basic Human Process: Perception: factor influencing perception, Perceptual set in organization, Perceptual errors; Personality, Determinants of Personality, Theories of Personality, Major Personality attributes and characteristics; Theories of Learning; Emotional management; Stress Management.
3. Individual in Organization: Organizational Commitment, Job involvement, Job Satisfaction; Motivation, Concept, Content Theories (Need Theory, Two factor theory, job design approach), Process theory (Expectation theory, equity theory, goal setting theory); Power and Organizational Politics; Conflict management.
4. Group in Organization: Group Dynamic: Concept, Group formation, Formal and informal group, Team work and effective team performance, Communication: Concept, Formal and informal communication in organization, Communication barriers, Effective Communication, Leadership concept, Style and Theories of Leadership
5. Organizational Change and Development: Concept of change, Resistance to change, Managing organizational change, Techniques of OD, Problems in changing organization

### **Reference**

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