NOTIFICATION

No. 70/2021 Date : 20/07/2021

Subject : Implementation of Syllabi of the M.PET Course.

It is notified for general information of all concerned that, the authorities of the University have accepted the syllabi of M.PET course for the following subjects in the faculty of Humanities which is to be implemented from 2021-2022 Session and onwards appended herewith as **Appendix-A & B**

M.PET. Courses :

1) Public Administration

2) Persian

Sd/-
(Dr. Tushar Deshmukh)
Registrar
Sant Gadge Baba Amravati University

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Appendix - A

Sant Gadge Baba Amravati University, Amravati

Syllabus of MPET for

Persian

UNIT - I

- دورہ طاہریان، صفاریان، سامانیان
- دورہ غزنویان، دورہ سلجوقیان
- سخن سرایان ونویسندگان وآثار برجستہ

رودکی سمرقندی	فردوسی	عنصری	فرخی
منوچہری	مسعود سعد سلمان	سنائی	خیام
انوری	ظہیر فاریابی	خاقانی	نظامی
تذکرۃ الاولیا	سیاست نامہ	چہار مقالہ	قابوس نامہ

UNIT-II

- دورہ مغول وتیموریان دورہ صفویان
- سخن سرایان ونویسندگان وآثار برجستہ

عطار	سعدی	جلال الدین رومی	حافظ شیرازی
مولانا جامی	گلستان	تذکرہ دولت شاہ سمرقندی	انوار سہیلی

UNIT–III

- دورہ سلطنت دہلی
- سخن سرایان ونویسندگان وآثار برجستہ

امیر خسرو	حسن سجزی	طبقات ناصری	کشف المحجوب
لباب الالباب	تاریخ فیروز شاہی		

UNIT-IV

- دورہ مغولان ہند وبعد
- سخن سرایان ونویسندگان وآثار برجستہ

فیضی	عرفی شیرازی	نظیری نیشاپوری	طالب آملی
صائب تبریزی	کلیم کاشانی	غالب دہلوی	اقبال
منتخب التواریخ	تاریخ فرشتہ	سہ نثر ظہوری	

UNIT-V

- عہد قاچاریان، دورہ مشروطہ و بعد
- سخن سرایان و نویسندگان و آثار برجستہ

قاآنی ملک الشعراء بہار پروین اعتصامی عارف قزوینی

ایرج میرزا نیما یوشیج زین العابدین مراغہ ای صادق ہدایت

سعید نفیسی محمد حجازی

UNIT-VI

- انواع ادبی، عروض و بلاغت

قصیدہ مثنوی غزل رباعی

قطعہ شعر سپید صنایع ادبی بحور سالم

UNIT-VII

- محققین و منتقدین

شبلی نعمانی محمد بن عبدالوہاب قزوینی ملک الشعراء بہار نکلسن

ای جی براون ذبیح اللہ صفا رضازادہ شفق دکتر سید نعیم الدین

کتابیات

1۔ تاریخ ادبیات ایران، رضازادہ شفق، مترجم پروفیسر مبارز الدین رفعت

2۔ ہندوستانی فارسی ادب، پروفیسر سید امیر حسن عابدی

3۔ نیا ایرانی ادب، ڈاکٹر ظہور الدین احمد

4۔ ایران میں فارسی ادب کے پچاس سال، ڈاکٹر رضیہ اکبر

5۔ انواع شعر فارسی، دکتر منصور رستگار فسایی

6۔ فارسی شاعری کے اسالیب کا مطالعہ، ڈاکٹر انجم ضیاء الدین تاجی، ڈاکٹر محمد یحییٰ جمیل

Appendix-B

SANT GADGE BABA AMRAVATI UNIVERSITY, AMRAVATI

Ph.D.Eligibility Test (PET) Syllabus

UNIT-IPublic Administration-An Introduction :

Meaning, nature, scopeand significance of Public Administration, Evolution of the discipline and its present status, New Public Administration, Private and Public Administration.

Organization: Meaning, Types and Bases of Organization;Principles of Organization- Hierarchy, Span of Control, Unity of Command, Authority and Accountability, Delegation, Centralization and Decentralization; Line, Staff and Auxiliary Agencies; Leadership, Motivation, Communication and Coordination.

UNIT-II Administrative Thoughts :

Scientific Management (F. W. Taylor), Classical Theory (Henri Fayol, Gulick and Urwick), Max Weberôs Bureaucratic model, Dynamic Administration (Mary Parker Follett), Functions of the Executives (C. I. Barnard), Human Relation Theory School (Elton Mayo), Simonôs Decision-making theory (Herbert Simon), Motivation Theories (Abraham Maslow, Frederick Herzberg), Participative Management (Rensis Likert, Chris Argyris, Douglas McGregor), Ecological and Comparative Approach(Fred W. Riggs), Public Policy (YehezkelDror).

UNIT-III Indian Administration :

Constitutional Framework of Indian Administration;

Union Government and Administration: President, Prime Minister and Council of Ministers, Cabinet Committees, Central Secretariat, Cabinet Secretariat and Prime Minister Office;

Centre-State Relations: Legislative, Administrative and Financial;

Civil Services in India: All India Services, Central Services and State Services; Recruitment Agencies- Union Public Service Commission and State Public Service Commissions;

Budgetary Process in India, Accounts and audit- Comptroller and Auditor General of India (CAG), Public Accounts Committee, Estimate Committee;

Planning in India: National Development Council, NITI Aayog, State Planning Machinery and District Planning Committee;

State Government and Administration: State Legislature; Governor, Chief Minister, Council of Ministers, Chief Secretary and State Secretariat; District Administration- Role of District Collector;

Local Governance: 73rd and 74th Constitutional Amendment Acts, Structure, Composition, Functions of Panchayati Raj and Urban Governance, Problems and Challenges before Local Governance.

UNIT-IV Development and Social Administration in India :

Development Administration: Meaning, and significance; Development Administration and Traditional Administration; Characteristics of Administration in Developed and Developing Countries; Role of Bureaucracy in Development Administration, Peopleôs Participation in Development, Role of Various Agencies in Development, Women and development- the self-help group movement, Sustainable Development and Environmental Administration.

Social Administration: Meaning and Significance of Social administration in India; Important Social welfare legislations in India;Concept and significance of Social Justice, Social Inclusion and Reservation Policy; Administrative Machinery of Social Administration at Central, State and Local level; Social Planning and development programmes for weaker sections of the society.

UNIT-V Recent Concepts and Issues in Public Administration :

Recent Concepts: Administrative Ethics; SMART Governance; Corporate Governance; Entrepreneurial Government; Work Culture in Government; Public-Private Partnerships; Social Audit, Citizen's Charters,Right to Information, Public Choice approach, New Public Management, Good Governance.

Issues: Corruption in public services; Consumer Protection, Human Rights Protection, Information Technology and Administration, Disasters Management, Administrative Reforms, Digital Governance,Challenges of Liberalization, Privatization, Globalization.

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