

(GPA-101) Introduction to Public Administration

Pre-Requisites: None

Learning Objectives:

This course provides an introduction to the study of public administration. It covers both the classical and contemporary theoretical approaches to the discipline of public administration. The course is designed in a manner which relates theory with the existing practice of public administration in Pakistan.

Learning Outcomes:

At the end of the course students will be able to:

- develop an appreciation of Public Administration as an important discipline that impacts how societies are governed
- critically understand the main concepts and theories related to public administration, with particular reference to Pakistan.
- understand the structure and functions of governments
- understand public policy processes and how decisions are made
- develop communications skills through class discussions and presentations.

Course Contents:

Concepts, approaches and context of public administration. Classical and contemporary theories of public administration. The policy process cycle and key actors in Pakistan's policymaking process. Public personnel management, budgeting and financial management in the public sector. Administrative reforms, administration accountability and administrative ethics

Text Books and Software:

1. Denhardt, R. B., Denhardt, J. V., & Blanc, T. A. (2013). Public administration: An action orientation. Cengage Learning.
2. Hughes, O. E. (2012). Public management and administration: An introduction. Macmillan International Higher Education
3. Khan, S. (2006). Public Administration with Special Reference to Pakistan. FAMOUS Books (PVT) Limited, LAHORE.

4. Henry, N. (2009). Public administration and public affairs. Routledge.
5. Sabharwal, M., & Berman, E. M. (Eds.). (2013). Public Administration in South Asia: India,