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(CBCS)

(5th Semester)

POLITICAL SCIENCE

SEVENTH PAPER

(Public Administration)

Full Marks : 75

Time : 3 hours

(PART : A—OBJECTIVE)

(*Marks : 25*)

The figures in the margin indicate full marks for the questions

SECTION—A

(*Marks : 10*)

Tick (✓) the correct answer in the brackets provided :

1×10=10

1. “Public Administration consists of all those operations having for their purpose the fulfilment or enforcement of public policy.” Who said this?

- (a) M. E. Dimock ()
- (b) P. McQueen ()
- (c) L. D. White ()
- (d) Luther Gulick ()

2. Who among the following supported the ecological approach to the study of Public Administration?

- (a) John Gaus ()
- (b) Lydall Urwick ()
- (c) Henry Fayol ()
- (d) W. B. Donham ()

- 3.** Communication is defined as ‘shared understanding of a shared purpose’ by
- (a) Herbert A. Simon ()
 - (b) M. W. Cuning ()
 - (c) Lois A. Allen ()
 - (d) Milet ()
- 4.** The term ‘development administration’ was coined by
- (a) John D. Montgomery ()
 - (b) U. L. Goswami ()
 - (c) Edward W. Weidner ()
 - (d) F. W. Riggs ()
- 5.** “Coordination is the first principle of organization.” Who said this?
- (a) Mooney ()
 - (b) M. P. Follet ()
 - (c) Chris Argyris ()
 - (d) G. S. Hodgson ()
- 6.** The latest technique of training for civil servant is
- (a) syndicate method ()
 - (b) case study method ()
 - (c) sensitivity training ()
 - (d) incidence method ()
- 7.** Who among the following has called hierarchy as the scalar process?
- (a) L. D. White ()
 - (b) Mooney and Reiley ()
 - (c) Urwick ()
 - (d) Graham Wallace ()
- 8.** The most important quality of leadership, according to Chester Barnard is
- (a) persuasiveness ()
 - (b) decisiveness ()
 - (c) responsibility ()
 - (d) vitality and endurance ()

9. In the context of judicial control over administration, 'malfeasance' stands for

- (a) error of law ()
- (b) error of fact finding ()
- (c) abuse of authority ()
- (d) error of procedure ()

10. At present, the Public Accounts Committee consists of

- (a) 22 members ()
- (b) 20 members ()
- (c) 18 members ()
- (d) 16 members ()

SECTION—B

(Marks : 15)

Answer the following questions in 2 or 3 sentences each :

3×5=15

1. Write three principles of scientific management which F. W. Taylor described.

OR

Write a note on ecological approach.

2. What is centralization?

OR

Write three qualities of leadership.

3. What do you mean by recruitment?

OR

Write three types of training.

4. Write a short note on mandamus.

OR

Write a short note on hierarchy.

5. Write three functions of Estimates Committee.

OR

Write a note on Public Accounts Committee.

(PART : B—DESCRIPTIVE)

(Marks : 50)

The questions are of equal value

UNIT—I

1. Describe the nature and scope of Public Administration.

OR

Explain the human relations approach to the study of Public Administration.

UNIT—II

2. Write a note on the formal and informal organizations.

OR

What is decision-making? Mention the factors that influence decision-making.

UNIT—III

3. Define development administration. Discuss the characteristics of development administration.

OR

What is promotion? Discuss the various types of promotion.

UNIT—IV

4. Write a note on the relationship between the Ministers and the Civil Servants in India.

OR

Discuss the legislative control over administration in India.

UNIT—V

5. Explain the preparation and passing of Budget in India.

OR

Discuss the powers and functions of Comptroller and Auditor-General in India.

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