

### **Assignments Optional Subjects MA Public Administration Semester- III**

This is for the information to those students of MA Public Administration semester- III who have opted the papers other than those five for which USOL provides study material and PCP.

A detailed assignment is required to be submitted in hard copy on the pattern of PU semester exam on A4 sheets with lines. Each assignment carries 80 marks (reduced to 20 marks), except the paper on Advance Research Methodology which carries 40 marks reduced to 10 marks.

**Last date for submission is November 23, 2022.**

**The assignment may be submitted personally or by post on the following address.**

**Coordinator,  
Department of Public Administration,  
University School of Open Learning,  
Panjab University,  
Chandigarh**

#### **ASSIGNMENT**

##### **MA III Semester (Public Administration)**

##### **Paper –V Management of Disciplinary Proceedings (Optional paper)**

**Max Marks: 80 reduced to 20**

**Attempt the following Ten Questions. All are compulsory.**

1. Attempt the following in a manner (up 30 words each)
  - a. Define the conduct rules for civil servants?
  - b. Distinguish Suspension and termination
  - c. Distinguish Dismissal and Removal from services
  - d. Compare the Writs of Quo-Warranto and Mandamus
  - e. What are rules against bias?
  - f. What is "Pay Recovery"
  - g. Write any two basic problem tribunals.
  - h. What do you mean by torts?
  - i. Define Corruption
  - j. What are the basic requirements of issuing a charge sheet?

**Attempt the following in detail. Select 1 question from each unit. Each question carries 15 marks.**

2. Explain meaning & Scope of reasonable opportunity

**OR**

Critically examine the constitutional provisions in regard to civil servants.

3. Explain major punishments & its features

**OR**

Write an essay on fundamentals of department enquiry system.

4. Discuss briefly the rules of natural justice and their various shades. What is their role in departmental proceeding?

**OR**

What is the application of legal measures?

5. Define “tribunals”. Evaluate their merits and effectiveness in various areas.

**OR**

What are the remedies for public servants against unconstitutional & illegal action of the state?

### **ASSIGNMENT**

**MA Semester- III (Public Administration)**

**Paper- Corporate Governance Paper-VII**

**Max Marks: 80 reduced to 20**

**Attempt any 10 Questions of the following in 20-25 words each. All are compulsory.**

- i) Write any two Rationale of corporate Governance
- ii) Is it desirable to have one model of corporate governance applicable to all countries? How?
- iii) What is an agency theory?
- iv) Write type of Board of Directors
- v) Explain sociology the theory in relation to corporate Governance
- vi) Name any two companies which are performing social responsibility functions.
- vii) What are Regulatory Authorities?
- viii) Give two reasons for unethical practices incorporates.
- ix) List any four rights of shareholders.
- x) Write any two future trends of Corporate Governance in India

**Attempt the following in detail. Select 1 question from each unit. Each question carries 15 marks.**

**Unit-I**

- II. Discuss the Concepts of Corporate Governance with Evolution in India
- III. Give the principles and practices that have been laid down by OECD to govern corporate.

**Unit-II**

- IV. Discuss in detail about Structure and forms of origination.
- V. What is corporate social responsibility? Give the scope and importance of it.

**Unit-III**

- VI. Elaborate the rights of shareholders under the Indian Companies Act, 1956
- VII. Explain CEO. Discuss its Appointment, Function & Role

**Unit-IV**

- VIII. Write a critical note on the corporate governance of public enterprise
- IX. Write note on the corporate governance in NGO'S.

**Advanced Research Methods Paper-V**

**Max Marks: 40 reduced to 10**

**1. Attempt the following in a brief manner (25 to 30 words each). All are compulsory.**

- i. Compare survey research and case study method.
- ii. Two problems in Review of literature.
- iii. Two Qualitative Research Tools
- iv. Give any two features of science.
- v. Distinguish reference and bibliography.

**Attempt the following in detail. Select 1 question from each unit. Each question carries 15 marks.**

**Unit-I**

- 2. Discuss Nature of Science and Scientific Method.

OR

Discuss Selection and Formulation of Research Problem under Quantitative and Qualitative Research Approach.

**Unit-II**

3. What is a case method? Discuss its steps, merits and demerits.

OR

Discuss the features and problems of participatory Research and Action Research.

