



**UNIVERSITY OF JAFFNA
SRI LANKA**

**Master of Public Administration
Syllabus**

**FACULTY OF GRADUATE STUDIES
2023**

Introduction

Public administration study programme is an advanced course for leaders and policy makers in the public sector. It is designed to enhance the efficiency, accountability and responsiveness of organizations, in order to expand their control and sphere of influence, while enabling effective implementation. Studies and research on public administration is the need of the time in Sri Lanka, since independence, the public administration has been faced with a continuous crisis in its democratic structure. Given this context, an academic approach to public administration becomes essential to venture the ways for good governance. The revised curriculum of the 'Master of Public Administration' (MPA) by the Faculty of Graduate Studies, University of Jaffna is deemed to provide students, Public Administrators and researchers the opportunity to identify potential approaches to democratic structure in public administration and to explore constructive ways to create a good governance. It will give the ability to the University of Jaffna to respond the emerging and cutting edge field and help the candidates to gain knowledge and enhance their skills in the field of Public Administration. It will develop an attitude on the meaning of public administration and good governance. Creating knowledgeable and engaged administrators and students in public administration would greatly contribute to benefit both the university and society.

The curriculum of the revised degree program various dimensions of public administration. It includes the principles and concepts of public administration based on the initial explanations of public sector administration, its importance, international public administration activities, the need for human resource involvement in public administration, the use of public funds in public administration, the evolution of public administration as development administration, public policy formulation and development. Also covers the development of public administration in Sri Lanka. These components enable followers to become experts in building good governance based on public administration while enabling them to fulfill their duties in their careers and lay a solid foundation for their professional development.

The revised curriculum has been prepared in compliance with the requirements of Sri Lanka Qualifications Framework (SLQF-2015) and it aligns with the University Grants Commission's regulations to apply for the approval of postgraduate degree programmes revised in December 2021. This Master's Degree programme meets the requirements for Level 9 that is, 'Masters by Course Work'. It is of one academic year programme which will be conducted over a period of twelve months during the weekends. The academic programme is composed of 11 course units including 06 core course units, 03 elective course units, 01 enhancement course unit and 01 research project. Here, have to choose 02 elective courses in the first semester and 01 elective course in the second semester. Altogether 32 credits are allocated including 18 credits for 06 core courses of 03 credits each, 06 credits for 03 elective courses, 02 credits for an enhancement course and 06 credits for a research project.

Preamble

Public administration study programme is an advanced course for leaders and policy makers in the public sector. It is designed to enhance the efficiency, accountability and responsiveness of organisations, in order to expand their control and sphere of influence, while enabling effective implementation. Studies and research on public administration is the need of the time in Sri Lanka. Sri Lanka's public administration has undergone significant changes in the last two decades. After the introduction of open market system in the country in 1977, the system of Public Administration attempted many reforms including structural adjustments through privatizations of public enterprises. The transformation is evident in organizational structures, power sharing between the center and the periphery, attitudes of public servant's policies and programmes. Driven along by national level ethnic related pressure, the administrative devolution of power has been a major development in Public Administration in recent times. Both development of administration and the administrative of development have become vital areas of enquiry, debate and learning. There is a dearth of trained personal in Public Administration in Sri Lanka at present. The revised curriculum of the 'Master of public

administration' (MPA) by the Faculty of Graduate Studies, University of Jaffna is deemed to provide students, public administrators and researchers for versatile knowledge and training and empower the graduate to contribute to national development in a meaningful manner.

Graduate Profile

The desired profile of 'Master of Public Administration' encompasses intellectuality, social responsibility, specific skills, research ability and professional skills.

A graduate who has completed the 'Master of Public Administration' will be equipped with high-level of learning in the fields of public administration and policy making in terms of specialized knowledge and general intellectual and life skills. Further the candidates will be trained to exhibit high-level of resilience and perseverance that make them face and appreciate the plural-contexts in which they live and work, to meet all types of challenges.

Generic Attributes

This course aims to provide a comprehensive overview of theories and issues related to public administration with specific focus on problems and issues related to the administration and development with special reference to Sri Lanka. At the completion the course Master of Public Administration holders will be able to

- attain a sound knowledge on Public Administration structure and development
- acquire knowledge on basic theories on public administration and skills in conducting public administration
- develop knowledge and skills to collect public administrative information and statistics and to analysis and interpret them
- obtain knowledge about current problems and issues related to the public administration of Sri Lanka
- promote skills and attitude to evaluate the problems of public administration in relation to development

Subject Specific Attributes

After completion of MPA, the graduate will be able to

- attain the fundamentals of Public Administration
- understand the dynamics of Public Administration
- apply the connection of public policy, public finance, development administration, governance, human resource and management in relation to PA
- attain a deep knowledge of the core areas of the discipline and the intellectual breadth of PA
- use the knowledge and skills to respond to emerging and cutting edge fields in PA
- have the ability to locate, evaluate and use information related to Public Administration
- demonstrate ability to communicate through writing, speaking and making presentation related to Public Administration.
- demonstrate the intellectual integrity and understanding of the ethics of scholarship in PA
- use the skills of teamwork, management and leadership in PA

The Educational Objectives (EPOs)

The degree programme provides the graduates with academic and professional competencies by deepening their learning in the areas related to public administration. It would enable the candidates with a broader and deeper knowledge of public administration, with the skills to work for administration and policy making.

The overall objective of the 'Master of Public Administration' is to ensure that the candidates acquire academic and professional background with advanced training in the field of public administration. Thus the degree programme has the following EPOs to:

- educate the graduates with a broad knowledge in theory, practice and methodology in the field of public administration
- enhance the analytical and research skills needed to understand, explain, describe, apply and evaluate the theoretical, practical and ethical foundation of public administration and allied fields

- develop the ability and capacity to transfer the knowledge and skills to communities, the nation
- improve skills and confidence of students to progress inner peace and sustain healthy human relationships

Program Learning Outcomes (PLOs)

On successful completion of the 'Master of Public Administration' the graduates will be able to:

PLO 1 : demonstrate an exhaustive knowledge of the public administration.

PLO 2 : identify and understand the dynamics of public administration.

PLO 3 : know the ground realities for the public administrative development.

PLO 4 : explain evidence-based on available in public administration and governance.

PLO 5 : explore the connections between public policy, public finance, development administration, governance, human resource and management.

PLO 6 : develop a range of skills in teamwork, leadership and management.

PLO 7 : analyze different approaches to various governance and administrative system.

PLO 8 : apply the research attitudes for diverse engagement.

PLO 9 : apply the research strategies for solution administrative problem.

PLO 10: acquire skills to people participate in a political, economical and social context.

PLO 11: evaluate the possibility of development of public administration.

PLO 12: develop administrators and leadership to focus on positive development oriented.

PLO 13 : engage in independent and life-long learning

Mapping of Programme Learning Outcomes (PLOs) with SLQF Learning Outcomes

Table 01

Categories of Learning Outcomes According to the SLQF	Relevant PLO(s)
1. Subject / Theoretical Knowledge	PLO 1, PLO2,PLO 5
2. Practical Knowledge and Application	PLO 3,PLO4,PLO5,PLO 7,PLO8,PLO 9,PLO11
3. Communication	PLO 6, PLO6, PLO 11, PLO 12
4. Team work and Leadership	PLO 6, PLO 12
5. Creativity and Problem Solving	PLO 6,PLO 7, PLO 8, PLO 9,PLO 10, PLO 11,PLO12
6. Managerial and Entrepreneurship	PLO 6, PLO 7,PLO 8,PLO 9, PLO12
7. Information Usage and Management	PLO 4, PLO 8, PLO 9
8. Networking and Social Skills	PLO 6,PLO 8,PLO 10, PLO12
9. Adaptability and Flexibility	PLO 6, PLO 8,PLO 10, PLO 11, PLO12
10. Attitudes, Values and Professionalism	PLO 6,PLO 8, PLO 9, PLO 10, PLO12
11. Vision for Life	PLO 6, PLO 10,PLO 12, PLO 13
12. Updating Self / Lifelong Learning	PLO 13

Selection Procedure

Eligibility

- a. A Bachelor's degree in Public Administration from a recognized University / Institution;

OR

- b. An honours or general degree in any discipline with prior learning / working experience for minimum of one year related to Public Administration;

OR

- c. Postgraduate Diploma (SLQF 8) from recognized University/Institution or an equivalent qualification acceptable to the Faculty Board of the Faculty of Graduate Studies and the Senate of the University of Jaffna;

AND

- d. Professional qualification in Public Administration from a recognized professional body acceptable to the Faculty Board of the Faculty of Graduate Studies and the Senate of University of Jaffna with prior learning / work experience in Public Administration at least for minimum of one year.

Admission Process

The formal application has to be forwarded to the Faculty of Graduate Studies of the University of Jaffna through normal procedures. Based on the scrutiny of the application, the qualified applicants may have to face a selection exam and an interview conducted by the Faculty of Graduate Studies.

Proposed Student Intake

Fifty students will be admitted to this program and this number could be altered with an approval of the Senate. Applications for admissions are invited through open advertisement in the press. Candidates will be selected on merit through selection exam and interviews. Successful candidate must register on admission within the stipulated dates. If any unregistered, vacancy/ vacancies will be filled from the reserve selection list.

Programme Summary

The proposed 'Master of Public Administration' Degree programme is 'Masters by Course Work' which meets Level 9 of the Sri Lanka Qualification Frame Work (SLQF-2015). It will be conducted on a credit based system, a total 32 credits values, with 26 credits for course work, and 06 credits for an independent research project with a dissertation of 4000-5000 words. It is of one academic year programme with 02 semesters which will be conducted over a period of twelve months (during weekends). The course units shall comprise of coursework, seminar, assignment, presentation, discussion, research and field visits.

Medium

The medium of instruction and examination shall be English / Tamil

Credits and Hours: Volume of Learning

The 11 course units carry 32 credits. One credit is equivalent to 50 notional hours of which maximum of 15 hours are allocated for lectures and tutorials. Remaining 35 hours are for independent learning. For research project, one credit is considered equivalent to a minimum of 100 notional hours. Students must take 06 core course units, 03 elective course units and 01 enhancement course unit indicated in table-04. Furthermore 06 credits of research project. Therefore, a sum total of 1900 notional hours are envisaged for this Postgraduate degree programme.

Details of Credits and Hours

Table 02

Description	Credits	Notional Hours
06 Core Course Units	18 credits	900
01 Enhancement Course Unit	02 credits	100
03 Elective Course Units	06 credits	300
Research Project	06 credits	600
Total	32 credits	1900

Types of Course Units

The course units of the proposed postgraduate degree programme are divided into four: Core, Enhancement, Elective and Research.

Core course units provide the graduates with core aspects of the subject and guide them to acquire a body of knowledge, including an estimation of conceptual, theoretical and practical elements.

Elective course units provide the graduates elements aspect of the content and coach them to improve advance knowledge in public administration theory and practice.

Enhancement course units provide the graduates theory and application of knowledge for their personal and professional development and lifelong learning.

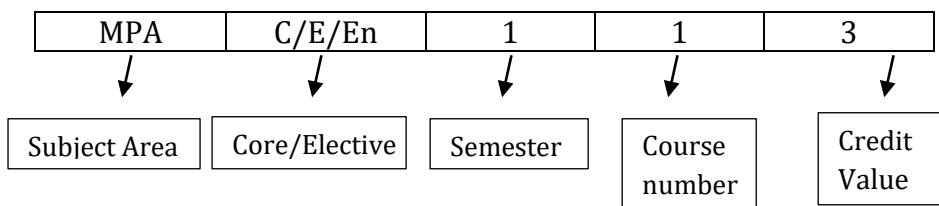
Research is to demonstrate a sound grasp of research methods and apply them for independent study of the subject area and creatively contribute to the current trends in public administration theory and practices.

Course Code

A three letter prefix which is followed by three digits is used to identify the course unit. The three letter prefix reflects the title of the study program (Master of Public Administration: MPA). The first digit indicates the semester of study. The next digit indicates the course unit and the last digit indicates the credit value of the course unit.

Figure 01

Illustration of the Course Code



Programme Structure

The course units to be offered in the proposed postgraduate degree programme are given below.

Programme Structure
Table 03

SN	Semester	Course Code	Course Name	Credit Value	Status
1	Semester I	MPAC 113	Theory of Public Administration and Governance	03	C
2		MPAC 123	Comparative Public Administration	03	C
3		MPAC 133	Research Methodologies in Public Administration	03	C
4		MPAE 142	Public Financial Management	02	E
5		MPAE 152	Local Governance and Administration	02	E
6		MPAE 162	Managing Human Resources in Public Administration	02	E
7		MPAC 213	Theories on Development and Policy Making	03	C

8	Semester II	MPAC 223	Development Administration	03	C
9		MPAC 233	Global Governance and International Organization	03	C
10		MPAC 246	Research Project	06	Research
11		MPAE 252	Administrative Development in Sri Lanka	02	E
12		MPAE 262	Post-Independence Constitutional Development in Sri Lanka	02	E
13		MPAE 272	Personal and Professional Development	02	*

***Enhancement course unit not considered for calculation of OGPA. However candidate should have obtained pass (C+) which is mandatory for awarding of degree**

Programme Delivery and Learner Support System

The programme will be delivered using blended teaching methods in order to assure student centered teaching and learning strategies to promote independent learning. The mode of programme delivery includes face to face interactive sessions, guest lectures, in-class and

take-home assignments, assisted tutorials, field study, research project and writing dissertation. Guest lectures will be provided during the study programme regularly. Candidates will be encouraged to participate in the relevant workshops and seminars which are available during the study programme.

Programme Assessment Procedures

The assessment procedures include both formative (continuous) and (final) summative. Each course unit shall be evaluated with formative and summative assessment components.

Eligibility to Appear for the End Semester Examination

Attendance

A minimum of 80% attendance is required for the completion of any course unit. Those who do not satisfy this requirement may not be allowed to appear for the end of course examination.

Obtaining Minimum Score in the Formative Assessment

A minimum of 40 percent out of the total allocated for the in-course assessment (formative assessment) of each course unit is required to sit the end semester examination for a course unit. Those who do not adhere to this requirement may not be allowed to appear for the end semester examination.

Evaluation of a Course: Formative and Summative Assessment

Evaluation of each course shall be based on both formative (continuous) and summative (final).

Formative assessments are in-course assessments (may include assignments, case study, reflective report, reflection paper,

presentation), which carry 40% marks. Summative assessments are end-course final written examinations, which carries 60%

Evaluation of the Research Project

The research dissertation is evaluated by both formative and summative assessments. The continuous assessment of formative assessment include proposal writing, presentation and ongoing assessment of the supervisor (attendance, corrections, participation in the relevant workshops, etc.), which carry 40%. The final assessment of summative assessment includes the evaluation of the submitted dissertation and the viva-voce which carry 60%.

Formative Assessment		
Proposal Writing and Presentation	20%	40%
Ongoing Assessment of the Moderator (Attendance, Corrections, Participation in the relevant workshops, etc.)	20%	
Summative Assessment		
Final Submission of the Dissertation	40%	60%
Viva-Voce	20%	

Scheme of Grading (Grades / Grade Points / Marks Ranges)

Mark Range	Grade	Grade Point Value (GPV)
80-100	A+	4.00
75-79	A	4.00
70-74	A-	3.70
65-69	B+	3.30
60-64	B	3.00
55-59	B-	2.70

50-54	C+	2.30
45-49	C	2.00
40-44	C-	1.70
35-39	D+	1.30
30-34	D	1.00
00-29	E	0.0

Calculation of Grade Point Average (GPA)

The Grade Point Average (GPA) is accumulated by students during the study period from various courses listed in section 07. A GPA may be calculated using the following formula:

Overall Grade Point Average (OGPA) will be calculated as

$$\text{OGPA} = \frac{\sum_i C_i G_i}{\sum_i C_i}$$

Where C_i and G_i are the Credit value and the Grade Point Value respectively of the i^{th} Course Unit.

OGPA and GPA are calculated by rounding up to second decimal.

Award of Degree

A Student is deemed to have qualified for the award of a Master of Public Administration if he/she satisfies the following requirements:

- Meeting the attendance and end of course examination requirements and sitting the end of course examination of all course units amounts to 32 credits
- Obtaining Overall Grade Point Average (OGPA) 2.50 or above
- Obtaining C + or above grade in the course units, research project (6 credits) and Personal Professional Development (2 credits)
- Does not obtain C - or below in any of the course unit

- Does not obtain C grade in more than one course unit
- Fulfill the above requirements within a maximum of 03 consecutive occurrence of the program from initial enrollment

A Student who is unable to fulfill the requirements for the award of Master of Public Administration may be considered for an award of Postgraduate Diploma in Public Administration if he/she satisfies:

- Earn a total of 25 credits including research project-Dissertation
- Obtained an Overall Grade Point Average (OGPA) of not less than 2.0
- Obtained minimum grade of C for all course units

A student who is unable to fulfill the requirements for the award of Master of Public Administration or Postgraduate Diploma in Public Administration may be considered for an award of Postgraduate Certificate in Public Administration if he/she satisfies:

- Earn a total of 20 credits
- Obtained an Overall Grade Point Average (OGPA) of not less than 2.0
- Obtained minimum grade C for course units amounts to minimum of 20 credits

Awarding Class

A student who has fulfilled the criteria for the award of the degree and completed the programme within one academic year shall be awarded the degree with class as described in

Table: Summary of Award of Class

OGPA	Award
3.70-4.00	First Class
3.30-3.69	Second Class(Upper Division)
3.00-3.29	Second Class (Lower Division)
2.50-2.99	Pass

Repeating the Examinations

- Students who failed to sit for the end semester examination without authorization or valid reason shall be treated as failed candidates in the particular course unit
- A student who has not reached the minimum requirements for the award of the degree may be allowed to repeat the course unit/s during the next immediate occurrence of the programme
- In any case, a candidate will be permitted to repeat twice only
- A student who obtained more than one 'C' or below shall repeat the particular course unit/s by registering in that course/s in a subsequent semester of the next academic year. A repeat student must complete all requirement for that course in which it is repeated. When repeating the maximum grade of 'B' can be obtained even though he/she may score higher marks
- In the case of repeat candidates, marks obtained for in course assessment shall be carried forward for the subsequent end semester examination
- A student who is absent for the end semester examination on medical reason/ any other valid reason shall submit a valid medical certificate/ evidence along with the request letter to repeat the exam. If the University Senate approves, such student could appear to the examination at the next earliest opportunity and this will be treated as first attempt
- If a candidate is requested to re-submit the research dissertation by the panel of Viva Voce, she / he should re-submit within two months from the date of the Viva Voce

Effective Date of Degree

- The effective date of the Degree shall be the last date of the written examination.

Detail Course of Master of Public Administration (MPA)

Semester I

1. Theories of Public Administration and Governance

Course Code	MPAC 113
Course Title	Theory of Public Administration and Governance
Credit Value	3 Credits
Notional Hours	150 Hours: 30 hours of lectures and 15 hours of tutorials; 105 hours of independent learning.
Course Objective	<ul style="list-style-type: none">• Introduce the public administration and governance their basic theories• Explain the purpose of developing in the public administration and governance systems.• Provide interdisciplinary expertise in the public administration
Intended Learning Outcomes	<p>At the completion of the course, the students will be able to:</p> <ul style="list-style-type: none">• describe the public administration theories.• illustrate public administration and private administration• define the changing pattern of the public administration.• evaluate strength and weakness of governance.• compare public administration and governance

Course Content	Definition of public administration, Nature and scope of public administration; Importance of public administration; Theories of Public Administration Classical Theory - Scientific Management Theory-Human Relations Theory - Theories of Bureaucracy-New Public Administration; Public and private administration, Public administration under liberalization, privatization and globalization (LPG); Changing patterns of public administration-role and size of government; Concepts and principles of Organization - Formal and informal Organization, Hierarchy, Unity of command, Span of control, Delegation, Decentralization; Bureaucracy versus technocracy; Concept of good governance, Internal and external constraints for good governance, Lost-benefits government; Citizen Charter, State vs. Market Debate, Role of Civil Society, Non-Governmental Organization; Legal system, law and law enforcement mechanisms; Public administration-Communication strategies;		
Teaching and Learning Methods	Lecturers and Tutorial Discussion with Audio Visual Aids, Presentation, Group Discussion, Blended Learning, Assignment		
Evaluation Methods	Formative Assessment		
	Assignment	15%	40%
	Presentation	15%	
	Class Test	10%	
	Summative Assessment Written examination of three hours duration consists of the following:		
		Types of Questions	Marks
	Part I	Structured Questions	2x100= 200

		(Compulsory)		60%
	Part II	Essay and Short Notes (Expected to answer 03 questions out of 5)	3x100=300	
		Total Marks	500	
Recommended Readings		<ul style="list-style-type: none">• Baumgartner, Frank and Bryan Jones. (ed.). (2002). Policy Dynamics. University of Chicago Press. London.• John Halligan. (2020). Reforming Public Management and Governance, Impact and lessons from Anglophone Countries. Edward and Elgar Publishing Limited. Uk & USA.• John Charles Buechner. (2007). State Government in the Twentieth Century. Dickenson Publishing Company. University of Michigan.• John Charles Buechner, Eugene J.Koprowski. (ed.). (1976). Public Administration. Dickenson Publishing Company. University of Michigan.• Jos C.N.Raadschelders, Evan Vigoda Gadot & Marit Kishnar. (ed.). (2015). Global Dimension of Public Administration and Governance. A comparative Voyage. Josses -Bass : A Wiley Brand.• Geral E. Caiden. (1982). Public Administration: Hilt. Rinehart and Wilson. University of California.• Geral E. Caiden. (1971). The Dynamics of Public Administration: Guidelines to Current Transformations in Theory and		

	<p>Practice. Hilt. Rinehart and Wilson. University of Michigan.</p> <ul style="list-style-type: none"> • Luther Gulick. 1983. Public Administration review. Wiley publication available at: https://www.jstor.org/stable/976327 • Maheswari. Sri Ram. (199S). Administrative Theory: An Introduction. New Delhi: Macmillan India Ltd. • Singh, Amit. (ed.). (2002). Public Administration: Roots and Wings. Galgatia Publishing Company. New Delhi. • Wayne Parsons. 2006. The dynamic of public policy: Theory and evidence. Edward Elgar Publishing Limited. Glensanda House. Montpellier Parade. Cheltenham. UK.
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2. Comparative Public Administration

Course Code	MPAC 123
Course Title	Comparative Public Administration
Credit Value	3 Credits
Notional Hours	150 Hours: 30 hours of lectures and 15 hours of tutorials; 105 hours of independent learning
Course Objective	<ul style="list-style-type: none"> • Comparative public administration system in the various country and there traditional and modern administrative model • Describe the purpose of relevance comparative system. • Analyze the classification of comparative administrative system.

Intended Learning Outcomes	<p>At the completion of the course, the students will be able to:</p> <ul style="list-style-type: none">• explain the basic concept of modern administration.• describe the constitutional system and development in UK.• analyze the political power and administrative power in USA.• differentiate the value of features of the French public administrative system and political powers.• identify the Switzerland administrative model and power system.
Course Content	<p>Introduction Concept of Modern Administration, Meaning and Classification of Constitution, Parliamentary System - Presidential System - Collegiate System; British Administrative System - Salient features of British Administrative System, Executive -Legislative- Judicial Branches - Powers and Functions, British Civil Service, Rule of Law, Party System and Pressure Groups; Administrative System of America - Salient Features of American Administrative System, Executive, Legislative and Judicial Branches - Powers and Functions, Separation of Powers, Judicial Review; France Administrative System - Salient Features of the French Administrative System, Executive- Legislative and Judicial Branch - Powers and Functions, Administrative Law, Political Party and Public Services; Switzerland Administrative System - Salient features of Switzerland Administrative System, Executive- Legislative and Judicial Branches - Powers and Functions, Public Services and Political Parties</p>

Teaching and Learning Methods	Lecturers and Tutorial Discussion with Audio Visual Aids, Presentation, Group Discussion, Blended Learning, Assignment		
Evaluation Methods	Formative Assessment		
	Assignment	15%	40%
	Presentation	15%	
	Reflective Report	10%	
	Summative Assessment Written examination of three hours duration consists of the following:		
		Types of Questions	Marks
	Part I	Structured Questions (Compulsory)	2x100= 200
	Part II	Essay and Short Notes (Expected to answer 03 questions out of 5)	3x100=300
		Total Marks	500
Recommended Readings	<ul style="list-style-type: none"> Almond,G, Harper & Collins. (ed.). (2000). Comparative Political Today: A world view. (7th ed.). New York. London. Chandler, J.A. (2014). Comparative public administration. London: Routledge. Ferrel,H. (2010). Public administration: a comparative perspective. New York: Lightning Source Uk Ltd. Jreisat, J.E. (2012). Globalism and comparative public administration. New York: CQ Press. Jreisat, J.E. (2020). Comparative public 		

	<p>administration and policy. London: Routledge.</p> <ul style="list-style-type: none"> • Maor, M, and Lane, J.E. (1999). Comparative public administration. Vol. 1 : analytical frameworks and critiques. Aldershot: Ashgate Pub. • Hague,R, Harrop,M. (2000). Comparative Government and Politics: An Introduction. (5th ed.). New York. Palgrave. • Vishnoo Bhagawan, Vidhya Bjushan. World Constitutions. New Sterling Publishers.
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3. Research Methodologies in Public Administration

Course Code	MPAC 133
Course Title	Research Methodologies in Public Administration
Credit Value	3 Credits
Notional Hours	150 Hours: 30 hours of lectures and 15 hours of tutorials; 105 hours of independent learning
Course Objective	<ul style="list-style-type: none"> • Identify the diverse methods adopted in studies of public administration • Explain propose to the researchers the ways to bring a balance between theoretical and practical in their research.
Intended Learning Outcomes	<p>At the completion of the course, the students will be able to:</p> <ul style="list-style-type: none"> • identify the basic methods, scientific writing and research systems of concerned • explain the quantitative and qualitative research methods of public administration • apply to be objective, creative and critical in their thinking • evaluate scientific research by employing their skills in problem • choose development of a research proposal and data techniques

Course Content	Introduction to research methodology; Nature and basic concepts employed in quantitative and qualitative research methods; Importance of research in theoretical and applied contexts; Social research process; Nature of study design- types of data-techniques of data collection-participant observation, unstructured interview, focus group discussion, case study, and life history; data and analysis; computer application for research.			
Teaching and Learning Methods	Lecturers and Tutorial Discussion with Audio Visual Aids, Presentation, Group Discussion, Blended Learning, Assignment			
Evaluation Methods	Formative Assessment			
	Assignment	15%	40%	
	Presentation	15%		
	Class Test	10%		
	Summative Assessment Written examination of three hours duration consists of the following:			
		Types of Questions	Marks	60%
	Part I	Structured Questions (Compulsory)	2x100= 200	
	Part II	Essay and Short Notes (Expected to answer 03 questions out of 5)	3x100=300	
		Total Marks	500	

Recommended Readings	<ul style="list-style-type: none"> • Eran Vigoda-Gadot. (2020). <i>Handbook of Research Methods in Public Administration, Management and Policy</i>. School of Political Science. University of Haifa. Israel. • James,L., Perry, Kenneth,L., and Kraemer. (1986). <i>Research Methodology in the Public Administration Review 1975-1984</i>. Wiley. • Miller,G., & Yang,K. (Eds.). (2007). <i>Handbook of Research Methods in Public administration</i>. USA: CRC Press. • Perry,J., & Kramer,K. (1986). <i>Research Methodology in the Public Administration Review: 1975-1984</i>. Public Administration Review. 215 -224. • Sandra van Thiel. (2022). <i>Research Methods in Public Administration and Public Management</i>. Public Management at Erasmus University Rotterdam and Radboud University.
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4. Public Financial Management

Course Code	MPAE 142
Course Title	Public Financial Management
Credit Value	2 Credits
Notional Hours	100 Hours: 30 hours of lectures and 15 hours of tutorials; 55 hours of independent learning
Course Objective	<ul style="list-style-type: none"> • Provide comprehensive theoretical overview of the public financial management in Sri Lanka.
Intended Learning Outcomes	<p>At the completion of the course, the students will be able to:</p> <ul style="list-style-type: none"> • describe the basic concepts in public financial management in Sri Lanka

	<ul style="list-style-type: none"> • explain the legal and regulatory framework for governing public finance in Sri Lanka • discuss the institutional framework for governing public finance in Sri Lanka • state the functions of ministry of finance in public financial management • define the role of general treasury in public financial management • express the financial planning and government budgetary procedures in Sri Lanka • classify the units of budget • identify the public expenditure and revenue • explain the transfer of financial provisions • summarize the financial management and accountability in public finance • explain the delegations of functions for financial control
Course Content	<p>Introduction to public financial management: objectives, scope and functions of public financial management; Legal and regulatory framework for public financial management: constitutional provisions, public finance acts, financial regulation, circulars, manual of procedures; Institutional framework for public financial management: parliament control on public finance, functions of committee on public accounts and committee on public enterprises, duties and responsibilities of auditor general, parliamentary control cycle; Ministry of finance and general treasury: objectives and functions of the ministry of finance and the general treasury, role of general treasury; Public sector budgeting process: financial planning in public sector, public sector budgeting, approaches to public budgeting, budget estimate, budget process-operational process, political process, consultation process and approval process, budgetary control mechanism in government organization; of budgetary</p>

	classification: head, programme, project, object and item, from of presentation of annual estimates, order of presentation of annual estimates, sources of funding, supplementary estimate and contingency fund; Public expenditure and revenue: expenditure from consolidated fund, classification of expenditure, financial provisions for expenditure, estimation of capital expenditure, government expenditure management, compositions of public debt, financing the total expenditure, impact of tax on resource allocation, public revenue; Transfer of financial provisions: virement procedure, creation of new projects, objects and classes, excess without prior authority; Financial management and accountability: general responsibilities of chief accounting officer and accounting officer, duties and responsibilities of revenue accounting officer, treasury supervision and control, executive functions of treasury as department; Delegation of functions: expenditure - authorization, approval, certification and payment, revenue - assessment, collection and acceptance			
Teaching and Learning Methods	Lecturers and Tutorial Discussion with Audio Visual Aids, Presentation, Group Discussion, Blended Learning, Assignment			
Evaluation Methods	Formative Assessment			
	Assignment	15%	40%	
	Presentation	15%		
	Report	10%		
	Summative Assessment Written examination of three hours duration consists of the following:			60%
		Types of Questions	Marks	
	Part I	Structured Questions (Expected to answer 01 questions out of 2)	1x100 = 100	

	Part II	Essay and Short Notes (Expected to answer 03 questions out of 5)	3x100 =300	
		Total Marks	400	
Recommended Readings	<ul style="list-style-type: none"> Ministry of Finance (1992). Financial regulation of the government of democratic socialist republic of Sri Lanka. Colombo: Ministry of Finance. Tanzi, V.(2020). Advanced introduction to public finance. USA: Edward Elgar Publishers Andrew Lawson. 2015. Public Financial Management. available at: http://gsdrc.org/docs/open/reading-packs/pfm_rp.pdf. Geral E. Caiden. (1982). Public Administration: Hilt. Edited by Rinehart and Wilson. University of California. Iswar Thapa. (2020). Public Finance: Concept, Definition and Importance for Country's Development. John Halligan. (2020). Reforming Public Management and Governance. Impact and lessons from Anglophone Countries. Edward and Elgar Publishing Limited. Uk & USA. John Charles Buechner. (2007). State Government in the Twentieth Century. Houghton. University of Michigan. Dickenson Publishing Company. University of Michigan. Jos C.N.Raadschelders. Evan Vigoda Gadot & Marit Kishnar. (2015). Global Dimension of Public Administration and Governance. A comparative Voyage. Josses -Bass : A Wiley Brand. 			

5. Local governance and administration

Course Code	MPAE 152
Course Title	Local governance and administration
Credit Value	2 Credits
Notional Hours	100 Hours: 30 hours of lectures and 15 hours of tutorials; 55 hours of independent learning.
Course Objective	<ul style="list-style-type: none"> To study evolution of local governance and administration as a discipline and profession.
Intended Learning Outcomes	<p>At the completion of the course, the students will be able to:</p> <ul style="list-style-type: none"> define the structure and function of Local governance. consider the current systems of local governance. differentiate the conceptual and theoretical Framework of local governance administration. compare the strength and weakness of local governance administration. differentiate the functions and duties of local governance in various countries
Course Content	<p>Introduction to concept of decentralization and types of decentralization; Introduction to Local governance administration: Meaning Nature, Scope and Significance of local governance system; Evolution of local governance and its changing perspectives; Structure and functions of local governance in USA, China, UK, France, India, Sri Lanka and Japan; Historical development of local government in Sri Lanka; Local governance System in Sri Lanka: Provincial Council, Municipal Council, Urban Council, Pradeshiya Sabhas; Financial system in Sri Lanka: central government and local government; Local governance regulation in Sri</p>

	Lanka: Financial regulation, Administration regulation; Issues and challenges, trends and way forward of the modern local governance.		
Teaching and Learning Methods	Lecturers and Tutorial Discussion with Audio Visual Aids, Presentation, Small Group Discussion, Blended Learning, Assignment		
Evaluation Methods	Formative Assessment		
	Filed Visit Report	15%	40%
	Presentation (Group)	15%	
	Assignment	10%	
	Summative Assessment Written examination of three hours duration consists of the following:		60%
		Types of Questions	
	Part I	Structured Questions (Expected to answer 01 questions out of 2)	
	Part II	Essay and Short Notes (Expected to answer 03 questions out of 5)	
		Total Marks	
		400	
Recommended Readings	<ul style="list-style-type: none"> • aral, L. R., Hachhethu, K., Khanal, K. P., Kumar, D. K., & Sharma, H. (2004). Local Governance. New Delhi: Adroit Publishers. • Blakely, E. J. & Tradshaw, T. K. (2003). Planning Local Economic Development, Theory and Practices. New Delhi: Vistaar Publications. 		

	<ul style="list-style-type: none"> • Jain L. C. (Ed). (2005). Decentralisation and Local Government. New Delhi: Orient Longman. • Muttalib, M. A. & Khan, M. A. A. (1982). Theory of Local Government. New Delhi: Sterling Publishers Pvt. Ltd. • Ostrom, V., Bish, R., & Ostrom, E. (1988). Local Government in the United States. NewYork: Kampmann & Company. • Pattanayak, R. (Ed.) (1994). Local Government Administration Reform. New Delhi: Anmol Publications Pvt. Ltd. • Pierre, J. (Ed.) (2000). Debating Governance. New York: Oxford University Press. • Richards, P. G. (Ed.) (1975). The Reformed Local Government System. London: George Allen & Unwin. • Shrestha, T. N. (1996). The Concept of Local Government and Decentralization. Kathmandu: Ratna Pustak Bhandar.
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6. Managing Human Resources in Public Administration

Course Code	MPAE 162
Course Title	Managing Human Resources in Public Administration
Credit Value	2 Credits
Notional Hours	100 Hours: 30 hours of lectures and 15 hours of tutorials; 55 hours of independent learning
Course Objective	<ul style="list-style-type: none"> • provide an overall understanding of human resource management. • its practices as to acquiring, developing and maintaining an effective workforce in an

	organization.
Intended Learning Outcomes	<p>At the completion of the course, the students will be able to:</p> <ul style="list-style-type: none"> • state the importance of HRM and its approaches in Public Administration • list out the functions of HRM • explain the concept of Equal Employment opportunity • describe the process of job analysis • explain the process of human resource planning • discuss the process of recruitment, sources of recruitment, and the criteria for making the best selection • describe the importance of training and development and its process • analyse the different methods of performance appraisal • describe the types of compensation and factors determining compensation • explain the factors determining the career choice and the importance of career management • state the emerging trends in HRM
Course Content	<p>Introduction to Human Resource Management (HRM): basics of HRM, functions of HRM, evolution of HRM, human capital and HRM, approaches to HRM; line and staff aspects of HRM, changing role of HRM; Equal Employment Opportunity (EEO): concept of EEO, discrimination, managing diversity, affirmative action; Human Resource Information System (HRIS): components of HRIS, technology and HRIS, HR audit; Job Analysis: process of job analysis, job description, job specification, job design; Human Resource Planning (HRP): concept of HRP, process of HRP, outsourcing; Recruitment and Selection: definitions, methods and sources of recruitment, employer branding, selection process, induction; Training and Development (T&D): basics of T&D, stages of training, methods for T&D;</p>

	Performance Management: purposes of performance appraisal (PA) and management, methods of PA, Issues associated with PA; Compensation Management: meaning and types of compensation, equity, factors determining compensation, establishing pay plan; Career Management: basics of career management, career planning and development, choosing a career; Contemporary issues and emerging trends in HRM		
Teaching and Learning Methods	Lecturers and Tutorial Discussion with Audio Visual Aids, Presentation, Group Discussion, Blended Learning, Assignment		
Evaluation Methods	Formative Assessment		
	Assignment	15%	40%
	Presentation	15%	
	Case Study	10%	
	Summative Assessment Written examination of three hours duration consists of the following:		60%
		Types of Questions	Marks
	Part I	Structured Questions (Expected to answer 01 questions out of 2)	1x100 = 100
	Part II	Essay and Short Notes (Expected to answer 03 questions out of 5)	3x100 =300
		Total Marks	400
Recommended Readings	<ul style="list-style-type: none"> • Snell, S., & Morris, S. (2019). Managing Human Resources (18th ed.). USA: South-Western, Cengage Learning • Beer, M., Boselie, P., and Brewster, C. (2015). <i>Back to the Future: Implications for the Field of HRM of the Multistakeholder Perspective Proposed 30 Years Ago</i>. Human Resource Management 54 (3): 427–438. doi:10.1002/hrm.2015.54.issue-3. 		

	<ul style="list-style-type: none"> • Campbell, A.K. (1978). <i>Civil Service Reform: A New Commitment</i>. Public Administration Review 38(2): 99- 103. • Common Richard. (1998). <i>Convergence and transfer: a review of globalisation of New Public Management</i>. in International Journal of Public Sector Management. 11:6; pp 440-450. • Paul Boselie, Jashminjn van harten and Monique veld. 2019. <i>A human resource management review on public management and public administration research: stop right there...before we go any further</i>. Available at: https://www.tandfonline.com/doi/full/10.1080/14719037.2019.1695880 • Wilson, W. (1887). <i>The Study of Administration</i>. In <i>Classics of Public Administration</i>, (3rd ed.). edited by Shafritz, J and Hyde, A. 11-24. Pacific Grove. CA: Brooks/Cole. 1992.
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Semester II

1. Theories on Development and Policy Making

Course Code	MPAC 213
Course Title	Theories on Development and Policy Making
Credit Value	3 Credits
Notional Hours	150 Hours: 30 hours of lectures and 15 hours of tutorials; 105 hours of independent learning
Course Objective	<ul style="list-style-type: none"> • Introduce the policy making and global political economy their basic theories. • Provide deep-knowledge the policy making development. • Understand and contribute to public policy.
Intended Learning	At the completion of the course, the students will be able to:

Outcomes	<ul style="list-style-type: none"> • identify the basic development concept • illustrate the moderation and post - modernization • construct to be sustainable development model • categorize the meaning of infrastructure development • apply to activities of international NGO's 		
Course Content	<p>Basic Concepts of Public Policy; Policy Determinants and Contextual Influences; Social, Health, Aboriginal, Environmental and Foreign Policy; Public Policy Development Process: Problem Identification and Definition, Policy Formation, Agenda Setting, Decision- Marking, Implementation and Evaluation. Global development paradigms: orthodox, political economy, human development, neo-liberalism, sustainable development. Modernization and post-modernization theory, Rostov model and the developing countries; challenges faced by the dependency theory; problems faced by the human development approaches; developing countries and neo-liberalism; Washington Consensus; practicalities involved in the sustainable development model. Foreign aid; community participation in development; bottom-up approach; safety nets; infrastructure development. Bretton woods institutions; United States Department of State; international NGOs.</p>		
Teaching and Learning Methods	Lecturers and Tutorial Discussion with Audio Visual Aids, Presentation, Group Discussion, Blended Learning, Assignment		
Evaluation Methods	Formative Assessment		
	Assignment	15%	40%
	Presentation	15%	
	Class Test	10%	
	Summative Assessment		
	Written examination of three hours duration		

	consists of the following:			
		Types of Questions	Marks	60%
	Part I	Structured Questions (Compulsory)	2x100=200	
	Part II	Essay and Short Notes (Expected to answer 03 questions out of 5)	3x100=300	
		Total Marks	500	
Recommended Readings	<ul style="list-style-type: none">• Bekkers,V., Fenger,M., and Scholten,P. (2017). <i>Public policy in action: perspectives on the policy process</i>. Cheltenham: Edward Elgar Publishing.• Birkland,T.A. (2019). <i>An introduction to the policy process: theories, concepts, and models of public policy making</i>. New York: Routledge.• Chew Sing,C., Denemark, and Robert,A. (1996). <i>The Underdevelopment of Development California</i>, Sage Publications Inc.• Desai, Vandana and Potter, Robert B. (ed.). (2002). <i>The Companion to Development Studies</i>. London: Arnold.• Fine, Ben et al. (ed.). (2001). <i>Development Policy in the Twenty-First Century</i>. London and New York: Routledge.• Kothari, Uma, Minogue, and Martin (ed.). (2002). <i>Development Theory and Practice</i>. Hampshire: Palgrave.• Moran,M., Rein,M., and Goodin,R.E. (2008). <i>The Oxford handbook of public policy</i>. Oxford:Oxford University Press.• Parsons,W. (2005). <i>Public policy: an introduction to the theory and practice of policy analysis</i>. Cheltenham: Elgar.• Peters,B.G. (2015). <i>Advanced introduction to public policy</i>. Cheltenham: Edward Elgar			

	<p>Publishing Limited.</p> <ul style="list-style-type: none"> • Potter, Robert, B. et al. (2004). <i>Geographies of Development</i>. England: Pearson Education Ltd. • Simon, David, Narman, and Anders (ed.). (1999). <i>Development as Theory and Practice</i>. Essex Pearson Education Limited.
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2. Development Administration

Course Code	MPA 223
Course Title	Development Administration
Credit Value	3 Credits
Notional Hours	150 Hours: 30 hours of lectures and 15 hours of tutorials; 105 hours of independent learning
Course Objective	<p>Explores the key theoretical frameworks</p> <p>Understand process of development administration.</p> <p>Critically analyze policies, programs, problems & issues.</p>
Intended Learning Outcomes	<p>At the completion of the course, the students will be able to:</p> <ul style="list-style-type: none"> • explain the concept of development administration. • define the between development administration and public administration. • analyze the political concept of development administration. • compare the economical context of development administration. • evaluate the social context of development administration. • prepare the priorities of the development administration. • summaries the importance and expansion of e-

	governance.		
Course Content	Concept of Development Administration – Meaning, Nature & Scope, Types of Development Administration; Emerging of Development Administration; Elements of Development Administration; Significance and Features of Development Administration; difference & relations between Development Administration and Public Administration; Bureaucratic Morality, Corruption and Accountability in development administration; Development Administrative Functions; Environmental development administration, Social welfare, women empowerment; Criticism Against the Development Administration; Definition and Scope of E-Governance, planning and implementing E- Governance , changes and benefits fetched by E-Governance. Future Priorities of Development Administration.		
Teaching and Learning Methods	Lecturers and Tutorial Discussion with Audio Visual Aids, Presentation, Group Discussion, Blended Learning, Assignment		
Evaluation Methods	Formative Assessment		
	Assignment	15%	40%
	Presentation	15%	
	Reflection Paper	10%	
	Summative Assessment Written examination of three hours duration consists of the following:		60%
		Types of Questions	
	Part I	Structured Questions (Compulsory)	
	Part II	Essay and Short Notes (Expected to answer 03 questions out of 5)	
		Total Marks	

Recommended Readings	<ul style="list-style-type: none"> • Chatarjee, S.K. (1981). <i>Development administration with special reference to India</i>. New Delhi: Surjeet Publications. • Hai, C. (2004). <i>Development administration</i>. Shah Alam: Pusat Penerbitan University. • Mathur, M.H. (1986). <i>Administering development in third world constraints and choices</i>. New Delhi: Sage. • Bhatnagar, S., 2009. <i>unlocking E- Government potential</i>, Sage, New Delhi. • Mehta, P. (1989). <i>Bureaucracy, organizational behaviour and development</i>. New Delhi: Sage. • Pai Panandikar, V.A. (1974). <i>Development administration in India</i>. New Delhi: Macmillan. • Palekar, S.A. (2012). <i>Development administration</i>. New Delhi: Prentice-Hall.
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3. Global Governance and International Organization

Course Code	MPAC 233
Course Title	Global Governance and International Organization
Credit Value	3 Credits
Notional Hours	150 Hours: 30 hours of lectures and 15 hours of tutorials; 105 hours of independent learning.
Course Objective	<ul style="list-style-type: none"> • The aim of this course is to achieve an analytical understanding of global governance and international organizations.
Intended Learning Outcomes	<p>At the completion of the course, the students will be able to:</p> <ul style="list-style-type: none"> • develop the dominant theories, from the national to the global. • analyze the emergence and development of global institutions and international

	organizations. <ul style="list-style-type: none"> define the theoretical perspectives in global governance and regional organizations. point out the role of different actors in the domestic and international forum. 		
Course Content	Introduction to Global Governance: emergence and concept Global Governance, theories and approaches; Introduction to International Organizations: Meaning, Origin, Nature, Methods and Growth of International Organizations; Theories of international organization and global governance : Realism, Classical and Modern Internationalism, Liberal Institutionalism, Constructivism, Critical Theory; Issues of Global Governance: Peace and Security, Human Rights, Population and Development, Refuges and Migration, Humanitarian aid, The global Environment; States and international institutions in global governance: The UN System, The UN General Assembly and Security Council, The BRICS In The Evolving Architecture Of Global Governance, The Global South, US Hegemony, China And Global Governance; Important Global Effective Organizations: IMF, World Bank, WTO; Regionalism and Regional Organization: SAARC, ASEAN, EU, AU, the League of Arab States, Sagai-5, QUAD, NATO; INGO and NGO.		
Teaching and Learning Methods	Lecturers and Tutorial Discussion with Audio Visual Aids, Presentation, Small Group Discussion, Blended Learning, Assignment		
Evaluation Methods	Formative Assessment		
	Assignment	15%	40%
	Presentation (Group)	15%	
	Case Study	10%	
	Summative Assessment		

	Written examination of three hours duration consists of the following:			
		Types of Questions	Marks	60%
	Part I	Structured Questions (Compulsory)	2x100= 200	
	Part II	Essay and Short Notes (Expected to answer 03 questions out of 5)	3x100=300	
		Total Marks	500	
Recommended Readings	<ul style="list-style-type: none">• Archer, C., (2014). International organizations. 4th ed. London: Routledge.• Armstrong, J.D., Lloyd, L. and Redmond, J., (2008). International organisation in world politics. Basingstoke: Palgrave Macmillan.• Barkin, J.S.,(2013). International rganizations: theories and institutions. 2nd en. Basingstoke: Palgrave Macmilla.• Davies, M. and Woodward, R., (2014). International organizations: a companion. Cheltenham: Elgar.• Frederking, B. and Diehl, P.F., (2015). The politics of global governance: international organizations in an interdependent world. 5th ed. Boulder: Lynne Rienner Publishers, Inc.• Held, D., McGrew, A.G., (2003). The global transformations reader: an introduction to the globalization debate. 2nd ed. Polity : Cambridge.• Hurd, I. (2017). International organizations: politics, law, practice. 3rd ed. Cambridge: Cambridge University Press.			

	<ul style="list-style-type: none"> • Karns, M.P., Mingst, K.A. and Stiles, K.W., (2015). International organizations: the politics and processes of global governance. 3rd ed. Colorado: Lynne Rienner Publishers, Inc. • McCormick, J., (2017). Understanding the EU: A Concise Introduction. 7th ed. New York: Palgrave. • Mingst, K.A. and Karns, M.P., (2011). The United Nations in the post-Cold War era. 4th ed. Boulder: Westview Press. • Pease, K.-K.S., (2016). International organizations: perspectives on governance in the twenty-first century. 6th ed. London: Routledge. • Reinaldam B., ebrary. And Inc. (c2009). The Routledge history of international organizations: from 1815 to the present day. Routledge : Milton Park, Abingdon, Oxon; New York.
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4. Research Project

Course Code	MPAC 246
Course Title	Research Project
Credit Value	6 Credits
Notional Hours	600 Hours: Studies in the Library; Exposure Studies; Interviews and Field Visit; Participation in Relevant Training and Seminars; Group sharing; Group Discussion; Preparation and Submission of the Research dissertation.
Course Objective	<ul style="list-style-type: none"> • Given the opportunity to design and execute a self-directed research project of their choice. • Create a supportive learning environment that encourages peer support, sharing of ideas and formative feedback at different stages of the process.

Intended Learning Outcomes	<p>At the completion of Research Dissertation, the students will be able to:</p> <ul style="list-style-type: none">• identify the research problem• organize the relevant and answerable research question/ hypothesis• choose the research questions/hypothesis to existing scholarly knowledge• prepare the common techniques for selecting cases and collecting data• analyze the data• interpret the result of the study• apply appropriate academic language in the research• develop skills to independently write a thesis, within a given time frame• state the professionalism in presenting the finding of the research
Course Description	<p>Each student is required to carry out independent research during time of the study program. The Faculty of Graduate Studies provides a supportive structure, atmosphere and learning community for this work. The first semester and the last 3 months of the second semester will be made free of lectures in order to complete the research and submit the dissertation of 4000-5000 words. Each student is expected to choose a topic of his/her choice and a relevant supervisor to supervise the research. The students should obtain approval of their topics from the program coordinator. A co-supervisor will be appointed by the program coordinator. The candidate should present his/her proposal during the first months of second semester and it will be evaluated by an appointed examiner and co-examiner as first and second examiners respectively in all the levels of examination of the research. The supervisor will be an observer. The dissertation has to be handed over on or before the day indicated by the Faculty. Students have to follow the guidelines</p>

	given in the Hand Book by the Faculty with regard to the format of the dissertation. They have to appear for a Viva-Voce final presentation at a forum where the examiner, co-examiner and any other relevant resource person for the topic are present		
Teaching and Learning Methods	Discussions, Library work, Field visits, Interviews, Questionnaires, Participation in relevant Seminars and Workshops, Blended Learning		
Evaluation Methods	Formative Assessment		
	Proposal Writing and Presentation	10%	40%
	Ongoing Assessment of the Moderator (Attendance, Corrections, Participation in the relevant workshops, etc)	20%	
	Viva-Voce	10%	
	Summative Assessment		
	Final Submission of the Dissertation	60%	60%

5. Administrative Development in Sri Lanka

Course Code	MPAE 242
Course Title	Administrative Development in Sri Lanka
Credit Value	2 Credits
Notional Hours	100 Hours: 30 hours of lectures and 15 hours of tutorials; 55 hours of independent learning
Course Objective	<ul style="list-style-type: none"> • Introduce the program planning and evaluation their basic theories with the process. • Create a better social, political and economic environment in Sri Lanka.
Intended Learning Outcomes	<p>At the completion of the course, the students will be able to:</p> <ul style="list-style-type: none"> • define the origin and reform of Sri Lankan administrative service • identify the grievances measures against

	bureaucracy. <ul style="list-style-type: none">• analysis the decentralization system in Ceylon.• clarify the political devolution system in Sri Lanka• criticize review of powers and functions of Sri Lanka constitution			
Course Content	Origin and development of Sri Lankan administrative service, Causes and consequences of administrative reforms; Relations between politicians and bureaucrats; Organization and management of public enterprises; Citizen's grievances measures against bureaucracy; Nature Demoralization and decentralization; assessment of decentralization of administrative system - province, district, division (DRO / AGA / DS), village units (VH / GS / GN); Problem of Corruption; Problem of Power Misuse; Problem of Politicization; Problem of Official Language.			
Teaching and Learning Methods	Lecturers and Tutorial Discussion with Audio Visual Aids, Presentation, Group Discussion, Blended Learning, Assignment			
Evaluation Methods	Formative Assessment			
	Assignment	15%	40%	
	Presentation	15%		
	Case Study	10%		
	Summative Assessment Written examination of three hours duration consists of the following:		60%	
		Types of Questions		Marks
	Part I	Structured Questions (Expected to answer 01 questions out of 2)		1x100= 100

	Part II	Essay and Short Notes (Expected to answer 03 questions out of 5)	3x100=300	
		Total Marks	400	
Recommended Readings	<ul style="list-style-type: none"> • Bandara, A.M.N. (2013). <i>History and context of public administration in Sri Lanka</i>. In M. • Ishtiaq,J., Dhakal,T.N., and Narendra,R.P. (2018). <i>Civil service management and administrative systems in South Asia</i>. Cham: Palgrave Macmillan. • Nanayakkara,V.K. (2015). <i>Sri Lanka administrative service (1963-2013): a fifty year legacy</i>. Sri Lanka Journal of Development Administration, 5(0), 79-92. • Root,H.L., Hodgson,G., and Vaughan-Jones,G. (2001). <i>Public administration reform in Sri Lanka</i>. International Journal of Public Administration, 24(12), 1357–1378. • Sabharwal, E.M., Berman. (ed.). (2017). <i>Public Administration in South Asia: India, Bangladesh, and Pakistan</i>. London: Routledge.pp.454-471. • Somasundram,M. (1997). <i>The third wave: governance and public administration in Sri Lanka</i>. Delhi: Konark Publ. Pvt Ltd. 			

6. Post-Independence Constitutional Development in Sri Lanka

Course Code	MPAE 252
Course Title	Post-Independence Constitutional Development in Sri Lanka
Credit Value	2 Credits
Notional Hours	100 Hours: 30 hours of lectures and 15 hours of tutorials; 55 hours of independent learning.
Course Objective	<ul style="list-style-type: none"> This course provides a fundamental knowledge and understanding of key public administration concepts in relation to the constitution and constitutionalism and explores the Sri Lankan constitutional development from the post-independence to the present.
Intended Learning Outcomes	<p>At the completion of the course, the students will be able to:</p> <ul style="list-style-type: none"> describe the major theoretical approaches to the constitution. construct to be knowledge on constitution-making process in Sri Lanka identify contemporary constitutional issues in Sri Lanka evaluate the strength and weakness of Sri Lankan post-Independence constitutional development analyze the viable solution to the constitutional problem
Course Content	General Introduction to Constitution: Nature and Concept, Constitutionalism and Constitutional reforms; Constitutional Development: Political, Socio-economical and Philosophical Foundation of the Post-Independent Constitutions; First Republication Constitution; Second Republican Constitution; Executive Presidential System, Cabinet system, Fundamental Rights, Ombudsman, Judiciary Structure, Proportional representation System; Political demand and Agreements: demand for

	federal system, Bandaranayake-Chelvanayagam pact and regional council, Dudley-Chelvanayagam pact and district council, J.R.Jeyawardana's district development council, Indo-Sri Lanka agreement, Chandrika's devolution package; Constitutional Amendments: 13 th amendments, 17 th amendments, 18 th amendments, 19 th amendments, 20 th amendments and beyond; Constitutional Crisis in Sri Lanka.		
Teaching and Learning Methods	Lecturers and Tutorial Discussion with Audio Visual Aids, Presentation, Small Group Discussion, Blended Learning, Assignment		
Evaluation Methods	Formative Assessment		
	Assignment	15%	40%
	Presentation (Group)	15%	
	Case Study	10%	
	Summative Assessment Written examination of three hours duration consists of the following:		60%
		Types of Questions	
	Part I	Structured Questions (Expected to answer 01 questions out of 2)	
	Part II	Essay and Short Notes (Expected to answer 03 questions out of 5)	
		Total Marks	
		400	

Recommended Readings	<ul style="list-style-type: none"> • Balkin, J, M., (2011). Constitutional redemption: political faith in an unjust world. Cambridge: Harvard University press. • Coory, J.A.L., (1973). Constitutional and administrative law of Sri Lanka. Colombo:Hasa publishers. • De Silva, K.M.,(1993). History of Sri Lanka. Vol.III. Colombo: Apothecaries. • Perera ,N.M.,(1978). A critical analysis of the second republican of Sri Lanka. Colombo: Star Press. • Wilson, A., (1988). The politics of Sri Lanka. London: Macmillan.
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7. Personal and Professional Development

Course Code	MPAE 272
Course Title	Personal and Professional Development
Credit Value	2 Credits
Notional Hours	100 Hours: 30 hours of lectures and 15 hours of tutorials; 55 hours of independent learning- the use of library, exposure studies, field visits, attending relevant workshops and seminars, preparation for assignment and exams
Course Objective	Provide knowledge in updating self and lifelong learning, particularly concentrating on goal setting Discuss about interpersonal and intrapersonal skills Impart depth knowledge about human values, ethics and professionalism.
Intended Learning Outcomes	At the completion of the course, the students will be able to: <ul style="list-style-type: none"> • State the attributes to Know them self • List the personal and professional goal and align with institutional goal • Communicate effectively in written and oral modes

	<ul style="list-style-type: none"> • Explain the emotions of a person and others • Interpret the principles of leadership and team work • Describe the principles of creative thinking and problems solving • Contrast the conflict in personal and professional life • Recognize the principles of attitude, values and professionalism
Course Content	<p>Know thyself: Knowing thyself; Identify ones personality type; SWOT analysis; Knowing what motives human; Identifying the personal and professional achievement</p> <p>Goal setting: Understand vision, mission, goal, strategy and action plan. Creating personal and professional vision, mission, goal, strategy and action plans.</p> <p>Time management: Principles of time and energy management; effective utilization of time and energy</p> <p>Effective communication: The meaning and principles of communication; effective written communication; Effective presentation; nonverbal communication</p> <p>Emotional intelligence: Aware of one's emotion; regulate the emotion; feels the other's emotions and maintain effective relationship</p> <p>Leadership and teamwork: Principles of leadership; types of leadership; principles of team; team dynamic</p> <p>Stress and coping mechanism: Understanding stress; types of stresses; ways of coping personal and professional stress</p> <p>Conflict resolution: Reasons for conflict; resolve conflict positively.</p> <p>Attitude, values and professionalism: Principles of attitude, values and professionalism; human behavior</p>

	Reflecting: Principles of reflection; lifelong learning from reflection
Teaching and Learning Methods	Lectures, Discussions, Group work, online resources, videos and audios by using LMS and Portfolio
Evaluation Methods	Portfolio viva - Portfolio documents- 50 marks Viva voce examination- 50 marks
Recommended Readings	Covey, Stephen R (1989) <i>The Seven Habits of Highly Effective People: Restoring the Character Ethic</i> . New York: Simon and Schuster John Adair (2009). <i>Effective Time Management: How to Save Time and Spend It Wisely</i> . Pan Publishing.

Contact Details

Course Coordinator – Prof. K.T. Ganeshalingam

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