To
The Dean
Vikrama Simhapuri University
Nellore (Dt)
Andhra Pradesh

From
Chairman
Board of Studies
Department of Political Science
Vikrama Simphapuri University

Respected Sir,

Sub: Board of Studies – Political Science - Resolution of meeting conducted on 21/07/2022 through Online – Req - Reg.

Ref: Rc.No. VSU/CDC/Revised/ Const. Of Bos/2022-23, Dated 16-07-2022.

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With reference to the above subject cited, I am pleased to inform you that the Board of Studies of Political Science for the Under- Graduate (UG) Programme of the Vikrama Simphapuri University (Nellore) jurisdiction from the academic year 2022-2023 met through online on 21-07-2022 and conducted a meeting to discuss the following agenda:

1. Approval of I-VI semesters syllabus under CBCS pattern

2. Discussed and unanimously approved no need of modifications in Skill Enhancement Courses for Semester –V of the academic year 2022-2023

3. In Skill Enhancement Courses for Semester –V, E-Governance (6B) and Local Administration (7B) courses is unanimously approved for the academic year 2022-2023.

4. Model Question Papers of E-Governance (6B) and Local Administration (7B) courses are unanimously approved and submitted.

5. All the board members unanimously approved that maximum marks should be 100 marks along with 65 hours of reaching and other activities including tests etc and 10 hours for training in the actual field related skills in the classroom/field by the teacher.
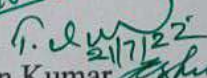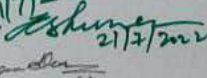
This is for your kind information.

Yours faithfully

P.Nagaeswara Rao
(Chairman- BOS)

Member's
1. Sri. K. Joji
2. Dr. T. Rambabu
3. Dr. K. Sudarshan Kumar
4. Sri. G. Yugandhar
5. Sri. Kiran Estarla

A.P. State Council of Higher Education
Semester-wise Revised Syllabus under CBCS, 2020-21

Course Code:

Four - Year B.A. (Hons)
Domain Subject: **POLITICAL SCIENCE**
IV Year B. A.(Hons) – Semester – V

Max Marks: 100

Course 6 B: **E GOVERNANCE**
(Skill Enhancement Course (Elective), 4 credits)

I. **Learning Outcomes:**
Students at the successful completion of the course will be able to:
1. Acquaint student with the introduction to good governance and how it can be achieved by information and communication technology.

2. Understand the growing needs of E-Governance, improving transparency in the system of governance

3. Have understanding of various government schemes and E-Governance projects and initiatives.

4. Provide the practical knowledge about the effective delivery of citizen services through online mode.

5. Realize the issues and challenges of E-Governance.

II. **Syllabus:**(Hours: Teaching: 60, Training: 10, Others incl. unit tests: 05)

Unit: 1

Brief Introduction to Governance-E-Governance –Meaning, Definition, Nature, Scope, Objectives and Significance-Domains of E-Governance- E-Governance and Good Governance-Global trends in the growth of E-Governance.

Unit: 2

E-Governance in India- - National E-Governance Plan (NeGP)-National Informatics Centre-Strategies for E-Governance-E-Governance Implementations: Required infrastructure of Network, Computing, Cloud Governance, Data system, Human resources, Legal and Technological infrastructure- Major E-Governance Projects and Initiatives:Gyandoot, E-choupal, E-Bhoomi, E-Seva, CARD, E-Panchayat, Real Time Governance (RTG) etc.

Unit: 3

Role of Information and Communication Technology in Administration, Effective delivery of services for public utilities through E-Governance-Online filing of complaints, application registration, issuance of certificates, issuance of land records, online payments of fees, dues etc, e-

tendering, easy access to information and E-Governance in Social security and welfare schemes: Direct transfer of benefits, Biometric authentication through Aadhar, etc.

Unit: 4

E-Governance under Information Technology Act-Legal status for digital transactions-Public Private Partnership and expansion of E-Governance.

Unit: 5

E-Governance-Transparency and Accountability at gross root level-Issues and Challenges: Digital Divide, Capacity Building, Cyber Security in Cyber Crimes, Socio-political implications, Issues of integration, Networking with NGOs.

III. References:

1. B.Sreenivas Raj, E-Governance Techniques-Indian and Global Experiences, New Century Publications, New Delhi, 2008.

2. Subhash Bhatnagar, Unlocking E-Government Potential-Concepts, Cases and Practical Insights, Sage Publications, New Delhi, 2009.

3. Y.Parthasaradhi, E-Governance and Indian Society, Kanishka Publications, New Delhi, 2009.

4. R.P.Sinha, E-Governance in India, Initiatives and Issues in India, Centre for Public Policy, 2006.Anil Kumar Dhiman, E-Governance –Good Governance using ICTs, S.K.Book Agency, New Delhi, 2017.

5. Ashok Aggarwal, Governance-Case Studies, University Press India Pvt. Ltd, Hyderabad, 2017.

6. Web resources suggested by the Teacher concerned and the College Librarian including reading material.

IV. Co-Curricular Activities *(Training of students by the teacher: Total 10 hours):*
   a) **Mandatory:**
   1. **FOR TEACHER**: Training of students by teacher in the classroom for a total of not less than10 hours on techniques of application of ICT for getting services from the government departments, filing of grievances through online mode, making digital transactions for issuance of certificates or payment of fees, identifying components in e-governance and techniques to handle cyber security etc.,

   2. **FOR STUDENT**: Students have to visit urban or local administration offices and have practical study and assess the implementation of E-Governance initiatives, models, citizen centric services, citizen charter and interact with the beneficiaries about the fulfillment of their needs in time or not and if any lapses they noticed or visit to nearby government

institution covering the various citizen centric services delivering through online mode and observe the citizen charter, mode of operation, time limitation, fees prescribed for services and observe the operation of Real Time Governance (RTG) in administration and record their experiences and individually submit his / her observation as a hand-written Fieldwork/Project work Report not exceeding 10 pages in the given format to the teacher.

3. Suggested Fieldwork/Project work Format:

Title Page, Student Details, Acknowledgements, Index page, Objectives, Step-wise process, Findings, Conclusion and References.

4. Max marks for Fieldwork/Project work Report: 05

5. Unit Tests /Internal Examinations

b) Suggested Co-Curricular Activities
1. Training of students by a related field expert.
2. Reading Daily newspaper either print or online about the misuse of technology which leads to cybercrimes.
3. Reading articles, blogs and websites for various ideological perspectives.
4. Assignments.
5. Discuss the debates around any recent technological advancements.
6. Discuss the case laws and judgments reported on E-Governance initiatives.
7. Seminars, Group discussions, Quiz, Debates etc.
8. Invited lectures and presentations on related topics by experts in Cyber Security especially the Police personnel associated with the cases of IT Act.

A.P. State Council of Higher Education
Semester-wise Revised Syllabus under CBCS, 2020-21

Course Code:

Four - Year B.A. (Hons)
Domain Subject: **POLITICAL SCIENCE**
IV Year B. A.(Hons) – Semester – V

Max Marks: 100

Course 7B: LOCAL ADMINISTRATION
(Skill Enhancement Course (Elective), 4 credits)

I.   Learning Outcomes:

Students at the successful completion of the course will be able to;

1. Understand the existing context of Local Government Institutions in India.

2. Have knowledge on the need of empowerment and autonomy of LGIs.

3. Provide an overview on financial resources and constitutional provisions.

4. Analyse the issues, problems and conflicts in Local Administration.

5. Develop communication skills to interact with the elected members and officials.

6. Enhance skills for observation, organizing, networking, documentation.

II.   Syllabus:(Hours: Teaching: 60, Training: 10, Others incl. unit tests: 05)

Unit: 1

Local Government: Meaning, Nature and Importance, Thoughts on Local Governments by M.K.Gandhi, Jawaharlal Nehru and Dr.B.R.Ambedkar, Important Committees: Balwant Rai Mehta (1957), Ashok Mehta (1978), L.M.Singhvi(1986).

Unit: 2

Decentralization of powers (Political, Administrative and Economic) from the States to Local Institutions- 73rd and 74thConstitutional Amendment Acts-Empowering Local Governments-Decision making powers during crisis and disasters-Relationship between local government authorities and Central and State Government service providers-Role of District Collector in strengthening LGIs.

Unit: 3

Revenue raising avenues for Local Governments-Grants, Aid and support from Centre and State Governments-Public Private Partnerships-Concept of Local Development-Village as a unit, SWOC analysis of a village, existing conditions, expected developmental opportunities, the gap, natural, government and private resources, year-wise planning, finances required -Role of Local Governments in implementation of welfare and developmental programmesi.e., (MGNREGS), (SGSY), (IAY) and (PURA).

Unit: 4

Challenges for Local Administration, Financial, administrative and Political Constraints-Public relations in Local Administration-Need for training for elected representatives and other stakeholders-Audit training and Participatory training.

Unit: 5

Preparation of Reports-Minutes and Documentation-Types of Reports, Content of Minutes-Methods of Documentation-Best practices of Reporting on functioning of Local Administration-Use of ICT in documentation.

III. **References:**

1. Basu, D.D, Introduction to Constitution of India, Nagpur, Lexis Nexis Butterworths, 2018

2. Niraja Gopal Jayal, Representing India: Ethnic Diversity and Governance of Public Institutions, 2006, Palgrave Mc Millan Publications.

3. R Venkata Ravi, Empowering Rural India: Experiments and Experiences, Kanishka Publishers, New Delhi, 2006.

4. Sawalia Bihari Verma, Empowerment of the Panchayati Raj Institutions in India, Sarup and Sons, New Delhi, 2006.

5. World Bank, Empowerment in Practice: Analysis and Implementation, World Bank Institute, Washington D.C.

6. S.Chandrasekhar, Panchayati Raj and Financial Resources, Regal Publications, 2008, New Delhi.

7. Rajesh Tondon and Mohini Kak (Eds), Citizen Participation and Democratic Governance, New Delhi, 2016.

8. Anand Prakash, State and District Administration, Wisdom Press, New Delhi, 2008.

9. N.Lalitha, Rural Development in India: Emerging Issues and Trends, Dominant Publishers, New Delhi, 2014.

10. Web resources suggested by the Teacher concerned and the College Librarian including reading material.

IV. **Co-Curricular Activities***(Training of students by the teacher: Total 10 hours):*
a) **Mandatory:**

1. **FOR TEACHER**: Training of students by teacher in the classroom fora total of not less than10 hours on techniques of identifying financial resources to local bodies, skilling on various components involved in auditing of accounts, analyzing the data of beneficiaries of welfare schemes by using statistical tools, preparation of minutes and reports, imparting

technical skills with regard to communication and procedures and practices in documentation.

2. **FOR STUDENT**: Students have to visit to a Rural Local Government Institution, understand its profile, sources of revenue and expenditure, identify major issues and challenges, analyse its development and welfare initiatives, record the experiences, collecting data on implementation of poverty alleviation, employment generation schemes sponsored by governments and interpretation of data and indicate suggestions for better functioning **(or)**

Participate in regular Gram Sabha meeting observe and record the proceedings and outcome of the meeting, indicate suggestions for better functioning of Gram Sabha

(or) students may take a village as a unit, make SWOC analysis and individually submit his / her observation as a hand-written Fieldwork/Project work Report not exceeding 10 pages in the given format to the teacher.

3. Suggested Fieldwork/Project work Format:

Title Page, Student Details, Acknowledgements, Index page, Objectives, Step-wise process, Findings, Conclusion and References.

4. Max marks for Fieldwork/Project work Report: 05

5. Unit Tests /Internal Examinations

b) <u>Suggested Co-Curricular Activities</u>

1. Training of students by a related field expert.
2. Reading Local Daily newspaper either print or online.
3. Reading Editorial pages, blogs and websites for various ideological perspectives.
4. Assignments.
5. Discuss the debates around any recent Ordinance, Bill or Act in the Parliament or State Legislature.
6. Carry out a resource mapping of a selected area.
7. Plan and organize a capacity building session for the stakeholders
8. Seminars, Group discussions, Quiz, Debates etc.
9. Invited lectures and presentations on related topics by experts in Local Administration.
10. Make visit to a Self-Help Group or NGO, interact with its members and record their experiences.
11. Conduct an interview with an important person at the District Level using a structured schedule (District Panchayat Officer / CEO of Zilla Parishad / District Collector) and document their interventions in local administration and record their experiences.

Duration: 3 Hours   Max Marks: 75

SECTION- A

Answer any five questions(5*5=25marks)

1. Digital Divide

2. Good Governance

3. G2C services

4. Information Technology Act, 2000

5. Real Time Governance (RTG)

6. Gnanabhumi portal

7. Principles of Good Governance

8. SMART Governance

SECTION- B

Answer any five questions   *(5*10=50 Marks)*

1. Define e-Governance. Explain various models of e-Governance.

2. Write an essay on National e-Governance Plan (NeGP).

3. "ICTs play an important role in the effective delivery of services to the public"- Elaborate.

4. Explain the legal and policy framework of e-Governance in India.

5. Discuss few e-Governance initiatives taken by the Government of India.

6. Differentiate between e-Governance and e- Government.

7. Elucidate the role of Big data analytics and artificial intelligence in governance.

8. Discuss the evolution of e-Governance in India.

9. Discuss challenges for implementation of e-governance in India.

10.Critically examine the role of e-governance in providing social security and welfare schemes