

PARUL UNIVERSITY
FACULTY OF ARTS
B.A Winter 2019 – 20 Examination

Semester:2

Subject Code: 15104153

Subject Name: Introduction to Public Administration

Date:09/12/2019

Time:10:30 am to 01:00pm

Total Marks: 60

Instructions:

1. All questions are compulsory.
2. Figures to the right indicate full marks.
3. Make suitable assumptions wherever necessary.
4. Start new question on new page.

Q.1 Do as directed.

(08)

A. Multiple choice type questions. (Each of 0.5 mark)

1. Administration consists of manual , clerical and technical activities undertaken in the pursuit of an objective in view . This is the
 - a) Wider view of administration b) Integral view of administration c) Managerial view of administration d) None of these
2. The features of New public administration includes
 - a) Client focused administration b) Post positivism c) Decentralisation of administrative process d) All of the above
3. The concept of “ Administrative development” got crystallized in the hands of
 - a) Edward Weidner b) Dwight Waldo c) Joseph La Palombara d) F.W. Riggs
4. The hall mark of public administration is
 - a) Consistency of treatment b) Public responsibility c) Community service d) External financial control
5. Which of the following is describes as anti theoretic , anti positivist and anti hierarchical
 - a) Development administration b) New public administration c) Comparative administration d) Administrative development
6. Which one of the following is not the occasion for criticizing the administration in Lok sabha
 - a) General discussion on budget b) Voting on demands for grants c) Motion of thanks of president d) Discussion of finance
7. Which of the following principle is related to salary determination of civil servants
 - a) Demand and supply b) Merit c) Seniority d) Merit cum seniority
8. Which of the following system is adopted for the classification for high civil services in India
 - a) Rank classification b) Position classification c) Unified granting structure d) All of these
9. Which of the following is not All India service
 - a) Indian police service b) Indian forest service c) Indian foreign service d) Indian Administrative service
10. Who selects the chairman and members of union public service commission?
 - a) The Home minister b) The President c) The parliament d) The supreme court
11. In which of the following are public and private administrations not common
 - a) Filing b) Managerial techniques c) Scope and complexity d) Accounting
12. The history of evolution of public administration is generally divided into
 - a) Three phases b) four phases c) five phases d) six phases
13. The classic theory of administration is known as
 - a) Historical theory b) Mechanistic theory c) Locational theory d) Human relations theory
14. Who rejected the principles of administration as “myths” and “proverbs”
 - a) W.F. Willoughby b) Herbert Simon c) Chester Barnard d) L.D. white
15. Who among the following is odd thinker?
 - a) Taylor b) Maslow c) Herzberg d) Likert
16. How many principles of organization were propounded by Henry Fayol
 - a) 10 b) 14 c) 5 d) 9

B. Answer the following. (Each of 01 mark)

(07)

1. Define patronage bureaucracy.
2. Define centralization .
3. Define decentralization.
4. Who was the first man IAS officer of India?

5. Who was the first woman IAS officer of India?

6. Define Hierarchy .

7. Meaning of organization.

Q.2 Answer the following.

A. Two advantages of bureaucracy. (04)

B. Two disadvantages of hierarchy. (04)

C. Explain the economic context of development administration. (04)

OR

C. Two difference between integral and managerial view. (04)

Q.3 Answer the following.

A. Functions of civil servants. (05)

B. Disadvantages of decentralization. (05)

C. Describe the reasons for growth of development administration. (05)

OR

C. Explain public administration as science. (05)

Q.4 Answer the following

A. Give any two definitions and types of bureaucracy. (06)

B. Features of generalists. (06)

C. Explain the concept of area development and personal development in context of development administration . (06)

OR

C. Any five differences between public and private administration. (06)