

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

Semester: 2
Subject Code: 15104153
Subject Name: Introduction to Public Administration

Date: 11/12/2019
Time: 10:30 am to 01:00 pm
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. If the administrative authority within a department is vested in a single individual, then that system is known as:-
a) Board b) Bureau c) Commission d) Council
2. Which one of the following statements is not correct in respect of new public management?
a) It has market orientation b) It upholds public interest
c) It advocates managerial autonomy d) It focuses on performance appraisal
3. Which of the following administrative thinkers had defined as “the organization and direction of human and material resources to achieve desired ends”?
a) L.D. White b) J.M. Pfiffner c) J.A. Veig d) H.A. Simon
4. Who says that “power corrupts and absolute power corrupts absolutely”?
a) L.D. White b) Lord Acton c) Lord Beveridge d) Josiah Stamp
5. The system of Rule of Law was propounded by:-
a) A.V. Dicey b) W.F. Willoughby c) Lowell d) H. Finer
6. The most effective means of citizen’s control over administration is
a) Election b) Advisory committees
c) Pressure groups d) Public opinion
7. In hierarchy, the term “scalar” means
a) Step b) Position c) Ladder d) Process
8. Bureaucracy that is committed to the programmes of a political party in power is called
a) Depoliticised bureaucracy b) Committed bureaucracy
c) Semi politicised bureaucracy d) Fully politicised bureaucracy
9. Who of the following has criticised bureaucracy as “an organization that cannot correct its behaviour by learning from its errors”?
a) Thomas Carlyle b) R.K. Merton
c) H.A. Simon d) M. Crozier
10. Who of the following has called hierarchy as the scalar process?
a) Mooney b) Reiley c) Mooney and Reiley d) L.D. White
11. 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
12. Who of the following supported the managerial view of administration?
a) Smithburg b) Simon c) L Gulick d) All of the above

13. "Job loading" means:

- a) Shifting of an employee from one job to another
- b) Deliberate upgrading of responsibility, scope and challenge
- c) Making the job more interesting
- d) None of the above

14. Negative motivation is based on:-

- a) Fear
- b) Reward
- c) Money
- d) Status

15. How many principles of organisation were propounded by Henry Fayol?

- a) 10
- b) 14
- c) 5
- d) 9

16. Who wrote the book "Towards a New Public Administration: The Minnowbrook perspective"?

- a) Frank Marini
- b) Dwight Waldo
- c) C.J. Charlesworth
- d) J.M. Pfiffner

B. Answer the following (Each of 01 mark)

(07)

1. Define any one advantage of bureaucracy.
2. Suggest any one way to exercise Effective control over Bureaucracy.
3. Define Guardian Bureaucracy.
4. In which year civil service started in India?
5. Which is the highest post in civil service?
6. Any one advantage of Decentralization.
7. Meaning of management of personnel.

Q.2 Answer the following.

A. Explain Guardian and Merit Bureaucracy.

(04)

B. Any two advantages of Hierarchy.

(04)

C. Any two characteristics of Development Administration.

(04)

OR

C. Explain managerial view of public administration.

(04)

Q.3 Answer the following.

A. Describe features of civil servants.

(05)

B. Discuss the advantages of centralization.

(05)

C. Explain scope of Development Administration.

(05)

OR

C. Explain the view of Walker on scope of public administration.

(05)

Q.4 Answer the following.

A. Discuss the features of Generalists.

(06)

B. Discuss the problems of Development Administration.

(06)

C. Explain the importance of public administration as a subject of study.

(06)

OR

C. Define Hierarchy, span of control, centralisation and decentralisation.

(06)