

## Programme Project Report – PPR

**Name of the School: School of Social Sciences**

**Name of the Programme: Master of Arts (Public Administration) (MPA)**

S.No.	Name of Programme:	<b>Master of Arts (Public Administration) (MPA)</b>
a.	Programmes Mission and Objectives:	<p>The Mission and the Objectives of the Programme are to:</p> <ul style="list-style-type: none"> <li>• Provide comprehensive knowledge to the learners on the nature of the State and its relationship with society; understand the dynamics of contemporary public systems and inculcate in them skills for effective management for public systems; and impart new skills, viz. e-governance and also sharpen the existing skill of the learners such as the government officials, social activists, development professionals and elected representatives for carrying out the administrative tasks especially related with the new facets of governance and inculcate social sensitivity to the issues involved in public administration.</li> </ul>
b.	Relevance of programme with HEI's Mission & Goals:	Highly relevant in respect of mission and goals of the University to provide opportunities of higher education to larger segments of the society particularly to the disadvantaged sections to pursue a post graduate level programme in the area of Public Administration.
c.	Nature of prospective target group of learners :	Any Graduate
d.	Appropriateness of programme to be conducted in open and distance learning mode to acquire specific skills and competence :	Highly appropriate programme for ODL mode as it provides a unique opportunity for pursuing higher education in the discipline of Public Administration, to persons living in geographically remote areas of the country and also to those who are desirous to pursue a post graduate degree in this particular area. Programme would enable learners to broaden knowledge in different streams of Public Administration.
e.	Instructional Design :	The University has adopted a multiple-media approach for imparting instruction to its learners for its various programmes of study. The University follows the Systems approach to instructional design. The programme was designed after undertaking need analysis; identifying and defining the target group; selection of appropriate media; course design and development; pilot testing and launch of the programme; and periodic revision. The self instructional format is used for developing Self Learning Material (SLM) in print and multiple media. Print is the predominant mode of instruction

		supplemented with audio and video programmes; face to face counselling sessions; interactive radio counselling (IRC) (Gyan Vani); educational TV broadcasts (Gyan Darshan) and web based counselling (Gyan Dhara).Project work is optional.
f.	Procedure for admissions, curriculum transaction and evaluation:	<p><b>Admissions:</b> Admission is mainly done online. To fulfill the mandate of inclusiveness there is a provision for submission of application offline as well.</p> <p><b>Curriculum Transaction:</b> Curriculum is transacted mainly through printed Self Learning Materials (SLMs), Face to face counselling sessions (theory/practical), audio and video programmes, interactive radio counselling (IRC) (Gyan Vani), educational TV broadcasts (Gyan Darshan) and web based counselling (Gyan Dhara).</p> <p><b>Evaluation:</b> The University uses formative/continuous and summative/ term end evaluation for assessing the progress of its learners and evaluation of their performance. Formative/ Continuous evaluation is conducted at two levels i.e. through self check exercises in-built into the SLMs; formative assessment through tutor marked assignment and project work. Summative / term end evaluation is through term end examinations.</p>
g.	Requirement of the laboratory support and library resources:	<p><b>Lab support:</b> Nil</p> <p><b>Library resources:</b> Library facility is available at all Learner Support Centres; Regional Centres and Headquarters of the University.</p>
h.	Cost estimate of the programme and the provisions:	<p>Programme development is an ongoing process and the programme is already on offer. However, before development of the programme, cost analysis was done at the level of the School in coordination with Planning and Development Division (there is a dedicated full- fledged Planning and Development Division for the policy planning of the University). The University has dedicated budgetary provisions for programme development at the level of School, Material Production and Distribution (there is a dedicated full- fledged Material Production and Distribution Division for material production and distribution) and Electronic Media Production Centre (there is a dedicated full- fledged Electronic Media Production Centre for electronic media production). Digital media production (there is a dedicated full- fledged Inter University Consortium for production of MOOCs and digital media)and delivery of the program through its dedicated Divisions namely Regional Services Division which oversees the operations of all Regional Centres and</p>

		LSCs; E support Unit, Student Registration Division, Student Evaluation Division and Student Service Centre at the HQs.
i.	Quality assurance mechanism and expected programme outcomes:	<p><b>Quality Assurance mechanism:</b> University has:</p> <ul style="list-style-type: none"> <li>• Standard norms and procedures for course design and development;</li> <li>• Standard norms and procedures for establishment of LSCs,</li> <li>• Standard norms for appointment of academic counsellors and evaluators;</li> <li>• Involving external experts in maintaining quality of curriculum design and development , including student evaluation;</li> <li>• All activities of LSCs and examination centers are monitored by University.</li> <li>• 2% assignments are being monitored by faculty of School to ensure the quality of continuous evaluation</li> </ul> <p>The University has standardized its courseware based on the credit system. To further standardize its courses it has developed its own house style. There is a mechanism in place for continuous quality assessment for design, development and delivery of its academic programmes. The quality is assured at different phases by statutory bodies of the University namely: School Board of Studies, Academic Programme Committee, Planning Board and Academic Council. Programme evaluation is the norm before undertaking revision of the programme. The above mechanism has been followed for this programme also.</p> <p><b>Expected Programme Outcomes:</b> A well-informed post-graduate ready to take up research, teaching in the area of Public Administration.</p>