

Comilla University
Bachelor of Social Science in Public Administration (BSS)
Department of Public Administration
Curriculum: Sustaining OBE Compliance

For the Academic Session of
2022-2023, 2023-2024 and 2024-2025

Effective from 17th Batch (Session: 2022-2023)
Approved 76th Academic Council on 29.08.2023



Comilla University
Cumilla-3506, Bangladesh

Update: 22/10/2025

5th Academic Committee of Courses for

Session of 2022-2023, 2023-2024 and 2024-2025

Member of the academic Committee of Courses

SL. No	Name	Designation	Signature with date	Remarks
01	Dr. Mst. Shumshunnahar	Chair & Associate Professor		
02	Dr. Masuda Kamal	Professor		
03	Dr. Md. Rashidul Islam Sheikh	Professor		
04	Dr. Muhammad Razaul Karim	Professor		
05	Dr. Md. Ruhul Amin	Associate Professor		
06	Dr. Jannatul Ferdous	Associate Professor		
07	Md. Nahidul Islam	Associate Professor		
08	Md. Zia Uddin	Associate Professor		
09	Md. Ashiqur Rahman	Assistant Professor		
10	Muhammad Mahin Uddin	Assistant Professor		
11	Md. Foyjul Islam	Assistant Professor		
12	Md. Hasan Sahariar	Lecturer		
13	H. M. Khalid Hossain Bhuyan	Lecturer		
14	Dr. Amir Mohammad Nasrullah	Professor, University of Chittagong		
15	Dr. Md. Sadik Hasan	Professor, University of Dhaka		
16	Abu Hossain Muhammad Ahsan	Associate Professor, University of Dhaka		
17	Dr. Md. Sanwar Jahan Bhuiyan	Joint Secretary, Ministry of Finance, GoB		
18	Amzad Hossain	Assistant Commissioner (Land), Lakshmipur		

Comilla University
Bachelor of Social Science (BSS) in Public Administration
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Part A: Introduction

1. **Title of the Academic Program:** Bachelor of Social Science (BSS) in Public Administration
2. **Name of the University:** Comilla University
3. **Vision of the University:** Comilla University is committed to empowering society, advancing development, promoting human welfare and a sustainable planet.
4. **Mission of the University:** To meet up its vision, Comilla University sets its missions to—

M1. To educate a wide variety of students through effective teaching-learning to achieve academic excellence.

M2. To create an ambience for creative and innovative academic exercise and high quality research.

M3. To undertake actions regarding collaboration which entails opportunities for long-term interaction with academia and industry for producing competent graduate at workplace.

M4. To develop human potential to its fullest extent so that intellectually capable and socially responsible leaders can emerge in a range of profession.
5. **Name of the Program Offering Entity:** Department of Public Administration
6. **Vision of the Program Offering Entity:** To prepare ethical and competent human resources who will lead diversified organizations locally and globally.
7. **Mission of the Program Offering Entity:**
The department through its curriculum is committed to provide students with the highest quality education on administration and governance to pursue career in public, private and non-profit organizations. This program is highly focused on:

M1: Ensuring quality education using diverse modern teaching techniques to meet the contemporary and future challenges, e.g. fourth industrial revolution and so on.

M2: Creating highly skilled and ethically competent human resources to better serve and lead the nation.

M3: Developing research skills for addressing national and international issues promoting knowledge-driven society.

8. Objectives of the Program Offering Entity:

- ✓ To promote teaching-learning activities with resource materials and tools to assist the students to be involved in rigorous learning process in Public Administration through imparting theoretical and practical knowledge and equip students with appropriate analytical tools to deal with the challenges and issues in the domain.
- ✓ To produce global citizen posing the integrity and ethics in dealing with the public administration and governance.
- ✓ To acquire the ability of critical thinking, policy analysis, and know-how of digitalization for ensuring good governance practices in national and international contexts.

9. Name of the Degree: Bachelor of Social Science (BSS) in Public Administration

10. Description of the Program:

The duration of Bachelor degree program in Public Administration shall be four academic years divided into eight semesters. Each academic year is further divided into two semesters, to be called the 1st semester and the 2nd semester. An academic semester comprises six (06) months. For achieving a Degree of Bachelor of Social Science (BSS) in Public Administration with honors, a student is required to earn a total of 158 credit points successfully with a minimum CGPA of 2.25; and complete the program within six (06) academic years for her/his first admission to the program. A student who secures a CGPA below the grade of 2.25 but not less than 2.00 will be eligible for a Bachelor of Social Science (BSS) pass degree in Public Administration.

11. Graduate Attributes:

We are committed to lead through providing effective teaching-learning, research and culturally enriched education practices that will transform the lives of students. POE is expecting to produce graduates through developing knowledge, skill and attitudes for equipping them to advance growth and welfare of the growing world. In addition to their mastery of subject knowledge, the graduates will acquire the following attributes:

Attribute 1: Global Citizenship

Attribute 2: Employability

Attribute 3: Professionalism in career

Attribute 4: Sense of Leadership

Attribute 5: Entrepreneurship

Attribute 6: Ethical Competence

12. Program Educational Objectives (PEOs):

PEO1: To develop basic understanding of theories, concepts, and practices relevant to public administration and governance.

PEO2: To instill critical thinking, analyzing, problem-solving and leadership skills which can be applied in the areas of public administration and governance.

PEO3: To be able to apply the substantive academic knowledge, ethical values and suitable skills to administer diverse organizations.

PEO4: To demonstrate acquired knowledge in public, private and non-government organizations for meeting demands and challenges of the developing/changing societies.

PEO5: To manifest the knowledge of digital governance in ensuring citizen centered governance and public service delivery.

PEO 6: To conduct research for contributing to policy making, decision making, and creating new knowledge.

13. Program Learning Outcomes (PLOs):

The Department of Public Administration offers various subjects/courses in Bachelor level for producing valuable human resources in public-private organizations. As part of programme outcomes, student will be able:

PLO1: To acquire multifarious and multidimensional concepts, theories and issues regarding public administration and related disciplines

PLO2: To apply social, cultural, political and ethical knowledge in the society

PLO3: To evaluate the strategies of public policy and analysis

PLO4: To infuse organizational and managerial skills, communication, networking, entrepreneurial, problem-solving and leadership qualities for achieving organizational goals

PLO5: To develop the capacity to apply the knowledge of digital governance in ensuring citizen-centric governance and public service delivery.

PLO6: To carry out research covering national and international issues promoting knowledge-driven society.

14. Mapping mission of the University with PEOs

PEOs	M 1	M 2	M 3	M 4
PEO 1	X	X	X	X
PEO 2	X	X	X	X
PEO 3	X	X	X	
PEO 4	X		X	X
PEO 5	X			X
PEO 6	X	X	X	X

(Tick mark or level of correlation: 3- High, 2- Medium. 1- low can be used)

15. Mapping PLOs with PEOs

PLO 1	PEO 1	PEO 2	PEO 3	PEO 4	PEO 5	PEO 6
PLO 2		X	X			
PLO 3			X			
PLO 4			X	X		
PLO 5	X	X		X	X	
PLO 6	X	X	X	X		X

(Tick mark or level of correlation: 3- High, 2- Medium. 1- low can be used)

16. Mapping Courses with the PLOs

SL. No	Course Code	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6
1	0413PA111	✓	✓	✓		✓	
2	0413PA112	✓			✓	✓	
3	0413PA113	✓	✓		✓	✓	
4	0314PA114	✓	✓		✓		✓
5	0232PA115				✓		
6	0413PA121	✓	✓		✓	✓	
7	0413PA122	✓	✓		✓		✓
8	0413PA123	✓	✓		✓		
9	0311PA124	✓	✓				

10	0613PA125				✓	✓	
11	0413PA211			✓			✓
12	0413PA212	✓	✓				
13	0413PA213	✓		✓			✓
14	0413PA214		✓		✓		✓
15	0413PA215				✓		✓
16	0413PA221			✓	✓	✓	
17	0413PA222		✓			✓	✓
18	0413PA223		✓		✓	✓	
19	0314PA224	✓	✓	✓	✓		
20	0312PA225	✓		✓	✓	✓	
21	0413PA311	✓		✓	✓		
22	0413PA312	✓					
23	0413PA313		✓	✓			
24	0521PA314	✓	✓		✓		
25	0412PA315				✓		
26	0413PA321	✓			✓		
27	0413PA322	✓	✓		✓		
28	0413PA323		✓	✓			
29	0413PA324	✓		✓	✓	✓	
30	0413PA325			✓			✓
31	0413PA411	✓		✓		✓	
32	0413PA412	✓		✓			✓
33	0413PA413		✓		✓	✓	

34	0413PA414	✓			✓	✓	
35	0413PA415				✓		✓
36	0413PA421	✓	✓	✓			
37	0413PA422			✓	✓	✓	
38	0312PA423		✓		✓		

Part B: Structure of the Curriculum

17.

a) Duration of the Program: 4 (four) years

b) Admission Requirements: As per university regulations, students from all disciplines will be eligible for admission into the Bachelor of Social Science (BSS) in Public Administration.

c) Total minimum credit requirements to complete the program: 158 credit points

d) Total class weeks in a year/semester: 14 (fourteen) weeks class in a semester

e) Minimum CGPA requirement for graduation: Minimum CGPA is 2.25. A student who obtains a CGPA below 2.25 but not less than 2.00 will be eligible for a BSS Pass Degree.

f) Maximum academic years of completion: 6 (six) academic years from the 1st admission to the program.

g) Category of Courses:

I. General Education Course

SL. No	Course Code	Course Title	Credit Hours
01	0314PA114	Fundamentals of Sociology	4
02	0232PA115	Communicative English	4
03	0311PA124	Fundamentals of Economics	4
04	0613PA125	Introduction to Information & Communication Technology	4
05	0314PA224	Gender, Development and Social Equity	4
06	0312PA225	Globalization and International Relations	4
07	0521PA314	Environment, Disaster and Sustainability	4
08	0412PA315	Management of Bank and Financial Institutions	4
09	0312PA423	Criminology and Criminal Justice	4
		Total Credits	36

II. Core Courses

SL.No	Course Code	Course Title	Credit Hours
01	0413PA111	Introduction to Public Administration	4
02	0413PA112	Principles of Management	4
03	0413PA113	Introduction to Political Science	4
04	0413PA121	Bangladesh Public Administration	4
05	0413PA122	Constitutional and Political Development in Bangladesh	4
06	0413PA123	Human Resource Management	4
07	0413PA211	Public Personnel Management in Bangladesh	4
08	0413PA212	Local Government and Rural Development in Bangladesh	4
09	0413PA213	Urban Governance in Bangladesh	4
10	0413PA214	Sociology of Administration	4
11	0413PA215	Management of NGOs and Social Entrepreneurship	4
12	0413PA221	Financial Administration in Bangladesh	4
13	0413PA222	Judicial and Regulatory Administration in Bangladesh	4
14	0413PA223	Governance and Leadership	4
15	0413PA311	Introduction to Public Management	4
16	0413PA312	Land Administration in Bangladesh	4
17	0413PA313	Basics of Social Research	4
18	0413PA321	Organizational Behavior	4
19	0413PA322	Strategic and Performance Management	4
20	0413PA323	Migration and Development	4
21	0413PA324	Project Management	4
22	0413PA325	Qualitative Research in Social Science	4
23	0413PA411	Comparative Public Administration	4
24	0413PA412	Introduction to Public Policy	4
25	0413PA413	Ethics and Professionalism in Public Administration	4
26	0413PA414	Emergency and Security Management	4
27	0413PA415	Quantitative Research in Public Administration	4
28	0413PA421	Introduction to Political Economy	4

III. Elective Courses

1	0413PA422	Public-Private Partnership	4
2	0312PA423	Criminology and Criminal Justice	4

18. Year/Level/Semester/Term Wise distribution of course

The duration of BSS (Hon's) program is four years divided into eight semesters. A total of 158 credit hours have to be completed by the students in 38 taught courses, 1 research monograph and, four viva-voce. Every semester will be of 19 weeks of which 14 weeks for direct contact, 2 weeks break and 3 weeks for holding the semester final examinations.

For each course unit, there shall be three lectures (one for one and half hour, two for one hour each) in every week and each course unit will be 4 credit hours. Students have to appear before viva-voce examinations at the end of each class year (i.e., second semester, fourth semester, sixth semester and eighth semester). In addition, students have to undergo through a research monograph at the end of the eighth semester. A total of 158 credit hours in the BSS (Hon's) program are distributed as follows:

Class Year	Number of Courses		Total Course Units	Credits Hour
	First semester	Second Semester		
Course Works				
First Year	5	5	10	40
Second Year	5	5	10	40
Third Year	5	5	10	40
Fourth Year	5	2	7	28
Research Report (1+1+2)			1	4
Viva-Voce (4×1.5)				6
Total Credit Hours			38	158

Courses for Bachelor of Social Science (BSS) in Public Administration.

Year & Semester	Course Code	Course Title
First Year 1st Semester	0413PA111 0413PA112 0413PA113 0314PA114 0232PA115	Introduction to Public Administration Principles of Management Introduction to Political Science Fundamentals of Sociology Communicative English
First year 2nd Semester	0413PA121 0413PA122 0413PA123 0311PA124 0613PA125	Bangladesh Public Administration Constitutional and Political Development in Bangladesh Human Resource Management Fundamentals of Economics Introduction to Information & Communication Technology
Second Year 1st Semester	0413PA211 0413PA212 0413PA213 0413PA214 0413PA215	Public Personnel Administration in Bangladesh Local Government and Rural Development in Bangladesh Urban Governance in Bangladesh Sociology of Administration Management of NGOs and Social Entrepreneurship
Second Year 2nd Semester	0413PA221 0413PA222 0413PA223 0314PA224 0312PA225	Financial Administration in Bangladesh Judicial and Regulatory Administration in Bangladesh Governance and Leadership Gender, Development and Social Equity Globalization and International Relations
Third year 1st Semester	0413PA311 0413PA312 0413PA313 0521PA314 0412PA315	Introduction to Public Management Land Administration in Bangladesh Basics of Social Research Environment, Disaster and Sustainability Management of Bank and Financial Institutions
Third Year 2nd Semester	0413PA321 0413PA322 0413PA323 0413PA324 0413PA325	Organizational Behavior Strategic and Performance Management Migration and Development Project Management Qualitative Research in Social Science
Fourth Year 1st Semester	0413PA411 0413PA412 0413PA413 0413PA414 0413PA415	Comparative Public Administration Introduction to Public Policy Ethics and Professionalism in Public Administration Emergency and Security Management Quantitative Research in Public Administration
Fourth Year 2nd Semester	0413PA421 0413PA422 0312PA423 0413PA424	Introduction to Political Economy Public-Private Partnership Criminology and Criminal Justice Research Monograph

Part C: Description of all Courses of the BSS (Hon's) in Public Administration Program

Department of Public Administration

Comilla University

Bachelor Programme, Academic Session: 2022-2023

Summary of Course Titles First Year (Semester-I. II)

Table-1: Semester and Year-wise Distribution of Courses
(Major/GED) and CreditHours (2022-2023)

1st Year 1st Semester BSS Honours January-June 2023						
Course No.	Course Title	Hours/Week Theory+Lab	Credit s	Exam Hour	Full Mark s	Types of Course
0413PA111	Introduction to Public Administration	56	4	3	100	Major
0413PA112	Principles of Management	56	4	3	100	Major
0413PA113	Introduction of Political Science	56	4	3	100	Major
0314PA114	Fundamentals of Sociology	56	4	3	100	GED
0232PA115	Communicative English	56	4	3	100	GED
	Total		20		500	

1st Year 2nd Semester BSS Honours July-December 2023						
Course No.	Course Title	Hours/ Week Theory+ Lab	Credit s	Exam Hour	Full Mark s	Types of Course
0413PA121	Bangladesh Public Administration	56	4	3	100	Major
0413PA122	Constitutional and Political Development in Bangladesh	56	4	3	100	Major
0413PA123	Human Resource Management	56	4	3	100	Major
0311PA124	Fundamentals of Economics	56	4	3	100	GED
0613PA125	Information and Communication Technology	56	4	3	100	GED
	Viva-Voce	-	1.5		50	
	Total		21.5		550	

Second Year (Semester-I, II)

2ndYear 1stSemester BSS Honours January-June 2024						
Course No.	Course Title	Hours/Week Theory+Lab	Credits	Exam. Hour	Full Marks	Types of Course
0413PA211	Public Personnel Administration in Bangladesh	56	4	3	100	Major
0413PA212	Local Government and Rural Development in Bangladesh	56	4	3	100	Major
0413PA213	Urban Governance in Bangladesh	56	4	3	100	Major
0413PA214	Sociology of Administration	56	4	3	100	Major
0413PA215	Management of NGOs and Social Entrepreneurship	56	4	3	100	Major
	Total		20		500	

2ndYear 2ndSemester BSS Honours July-December 2024						
Course No.	Course Title	Hours/Week Theory+Lab	Credits	Exam. Hour	Full Marks	Types of Course
0413PA221	Financial Administration in Bangladesh	56	4	3	100	Major
0413PA222	Judicial Regulatory and Administration in Bangladesh	56	4	3	100	Major
0413PA223	Governance leadership	56	4	3	100	Major
0314PA224	Gender, Development and Social Equity	56	4	3	100	GED
0312PA225	Globalization International Relations	56	4	3	100	GED
	Viva-Voce	-	1.5		50	
	Total		21.5		550	

Third Year (Semester-I. II)

3rdYear 1stSemester BSS Honours January-June 2025						
Course No.	Course Title	Hours/Week Theory+Lab	Credits	Exam Hour	Full Marks	Types of Course
0413PA311	Introduction to Public Management	56	4	3	100	Major
0413PA312	Land Administration in Bangladesh	56	4	3	100	Major
0413PA313	Basics of Social Research	56	4	3	100	Major
0521PA314	Environment, Disaster and Sustainability	56	4	3	100	GED
0412PA315	Management of Bank and Financial Institutions	56	4	3	100	GED
	Total		20		500	

3rd Year 2nd Semester BSS Honours July-December 2025						
Course No.	Course Title	Hours/Week Theory+Lab	Credits	Exam Hour	Full Marks	Types of Course
0413PA321	Organizational Behaviour	56	4	3	100	Major
0413PA322	Strategic and Performance Management	56	4	3	100	Major
0413PA323	Migration and Development	56	4	3	100	Major
0413PA324	Project Management	56	4	3	100	Major
0413PA325	Qualitative Research in Social Science	56	4	3	100	Major
	Viva-Voce	-	1.5		50	
	Total		21.5		550	

Fourth Year (Semester-I. II)

4thYear 1stSemester BSS Honours January-June 2026						
Course No.	Course Title	Hours/Week Theory+Lab	Credits	Exam Hour	Full Marks	Types of Course
0413PA411	Comparative Public Administration	56	4	3	100	Major
0413PA412	Introduction to Public Policy	56	4	3	100	Major
0413PA413	Ethics and Professionalism in Public Administration	56	4	3	100	Major
0413PA414	Emergency and Security Management	56	4	3	100	Major
0413PA415	Quantitative Research in Public Administration	56	4	3	100	Major
	Total		20		500	

4th Year 2nd Semester BSS Honours July-December 2026						
Course No.	Course Title	Hours/Week Theory+Lab	Credits	Exam Hour	Full Marks	Types of Course
0413PA421	Introduction to Political Economy	56	4	3	100	Major
0413PA422	Public-Private Partnership (PPP)**	56	4*	3	100	Elective
0312PA423	Criminology and Criminal Justice**	56	4*	3	100	Elective
0413PA424	Research Report/Monograph	56	4	3	100	Major
	Viva-Voce		1.5		50	
	Total		13.5		350	

** Optional/ Elective: A student will choose either of the courses in this semester

Semester & Year Wise Distribution of Courses, Credit Hours & Marks

Year	Semester	Courses	Total Credits	Total Marks
First Year	1 st	5	20	500
	2 nd	5	20	500
Viva-voce		-	1.5	50
First Year's Total			41.5	1050
Second Year	1 st	5	20	500
	2 nd	5	20	500
Viva-voce		-	1.5	50
Second Year's Total			41.5	1050
Third Year	1 st	5	20	500
	2 nd	5	20	500
Viva-voce		-	1.5	50
Third Year's Total			41.5	1050
Fourth Year	1 st	5	20	500
	2 nd	2	8	200
Research Monograph		1	4	100
Viva-voce			1.5	50
			13.5	350
Fourth Year's Total			33.5	850
Grand Total		38	158	4000

**Department of Public
Administration Bachelor
Programme Academic Session:
2022-2023 First Year Semester
(1st & 2nd)**

Table-1: Semester and Year-Wise Distribution of Courses (Major/GED) and Credit Hours (2022-2023)

1st Year 1st Semester BSS Honours January-June 2023						
Course No.	Course Title	Hours/Week Theory+Lab	Credits	Exam Hour	Full Marks	Types of Course
0413PA111	Introduction to Public Administration	56	4	4	100	Major
0413PA112	Principles of Management	56	4	4	100	Major
0413PA113	Introduction to Political Science	56	4	4	100	Major
0314PA114	Fundamentals of Sociology	56	4	4	100	GED
0232PA115	Communicative English	56	4	4	100	GED
	Total		20		500	

Introduction to Public Administration

Course Code: 0413PA111		Contact Hours: 56 direct
Course Title: Introduction to Public Administration		Credits :4
Course Type: Major		CIE Marks: 40
Level: 1st Year 1st Semester		SEE Marks: 60
Credit Value: 4 (Four)		Total marks: (40+60) = 100
Pre-requisite (If any): None		Course Teacher: Md. Hasan Shahriar
Course Summary	This course is designed with an aim to introduce students to both the theoretical and practical sides of public administration. Thus, this course is an opportunity to familiarize with the basic principles, concerns, and methods of public administration. It provides a broad overview of public administration including origin and growth of public administration, major theories of organization and management, and the various principles, processes and dimensions of public administration. Upon completion of the course, students will be able to gain a basic understanding of public administration.	

Objectives	❖ To introduce the students with the basic issues and concepts of public administration ❖ To build the students 'basic understanding of public administration from managerial, political and ethical perspectives. ❖ To orient students with the basic theories and concepts relevant to the field of public administration. ❖ To assist students in using abstract concepts in real-life situations.
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Course Learning Outcomes:

Course Learning Outcomes: At the end of the Course, the Student will be able to-

CLO 1	Recall the meaning, definition, nature, scope and importance of public administration properly
CLO2	State public and private administration and relate public administration with other discipline deliberately
CLO3	Memorize Paradigm, features of different Paradigms and their applicability in real administrative situation.
CLO4	Name the Principles and bases of organization
CLO5	Define the process of public policy making, policy execution and decision making.
CLO6	Describe the concept of leadership and its different aspects.
CLO7	Discuss the control over Public Administration by using different techniques and mechanism.

SL No.	CONTENT OF COURSE	Hrs	CLOs
1.	Public Administration: Meaning, Definition, Nature, Scope & Importance of Public Administration, Difference between Public Administration & Private Administration, Relationship of Public Administration with Other Discipline.	10	1, 2
2.	Growth and Development of Public Administration: Different Paradigms of Public Administration, New Public Administration, New Public Management, Governance	8	3
3.	Selected Classical Administrative Thinkers: Max Weber, F. W. Taylor, Henry Fayol, Chester I. Bernard, Mary Parker Follett, and Chris Argyris.	12	4
4.	Concepts of Public Administration: Power and Authority; Hierarchy; Division of Work; Co-ordination; Span of Control; Unity of Command; Line and Staff; Departmentalization.	12	4
5.	Basic Process of Public Administration: Policy Execution, Decision Making Process, Leadership in Public Administration: Public Leadership, Functions of Leadership, Approaches to Leadership, Types and Styles of Leadership, Communication in Public Administration, Centralization and Decentralization.	10	5, 6
6.	Public Control and Accountability: Concept of Public Accountability, Ways and Means of Ensuring Public Accountability.	4	7

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Ferdous, J. (2014). *Basic Concepts of Public Administration*. Duranta Publications, Dhaka.

Mapping of Course Learning Outcomes (CLOs) to Program Learning Outcomes (PLOs)

PLO/CLO	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6
CLO 1	X			X		
CLO 2	X	X	X			
CLO 3	X	X	X		X	
CLO 4				X		
CLO 5	X				X	X
CLO 6	X			X		
CLO 7	X			X		

Mapping of Course Learning Outcomes (CLOs) with the Teaching-Learning & Assessment Strategy

CLOs	Teaching-Learning Strategy	Assessment Strategy
CLO 1	Lecture and Discussion	Quiz/Class Test
CLO 2	Lecture and Discussion	Assignment
CLO 3	Lecture and Discussion	Mid-Term and Summative
CLO 4	Lecture and Discussion	Quiz/Class Test
CLO 5	Lecture and Discussion	Summative Assessment
CLO 6	Lecture and group Discussion	Mid-Term and Summative
CLO 7	Lecture and Discussion	Term paper and presentation
Review		

Principles of Management

Course Code: 0413PA112	Contact Hours: 56 direct
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Course Title: Principles of Management		Credits: 4
Course Type: Major		CIE Marks: 40
Level: 1st Year 1st Semester		SEE Marks: 60
Credit Value: 4 (Four)		Total marks: (40+60) = 100
Pre-requisite (If any): None		Course Teacher: Dr. Masuda Kamal
Course Summary	This course is designed to orient the students with the basic functions and fundamental principles of management. It will focus on the theory and fundamental concepts of management including planning, organizing, leadership and control. This course is designed to cover the evolution of management thought, function, practice, current approaches and emerging concepts.	
Objectives	❖ To provide a basic theoretical knowledge on management. ❖ To understand nature of management approaches. ❖ To learn various function of management such as organizing and staffing, controlling process, planning etc. ❖ To point out the theories of management in experimental implication of various types of public organization.	

Course Learning Outcomes:

At the end of the Course, the Student will be able to-

CLO 1	Understand the Management, the Management Process, Management Levels and Skills, Role of Managers
CLO2	Discuss critical thinking to decision-making.
CLO3	Discuss ethics to decision-making
CLO4	Communicate effectively.
CLO5	State field knowledge
CLO6	Analyze External Environment, Social Responsibility and Ethics of the organizations.

SL No.	CONTENT OF COURSE	Hrs	CLOs
1.	Nature and Functions of Management: Organizations and the Need for Management, the Management Process, Management Levels and Skills, Role of Managers.	12	1
2.	Development of Management Thought: Early Thinking about Management, the Classical Management School, the Behavioral School, Quantitative Approaches to Management, Integrating Perspectives for Managers, Contemporary Management Issues and Challenges.	12	1 & 2
3.	Core Functions of Management: Planning: Nature and Purpose of Planning, Types of Plans, Steps in Planning and the Planning Process.	6	2,3&4
	Organizing: The Structure and Process of Organizing, Organization Levels and the Span of Management, Principles of Organizing, Departmentalization, Organizational Structure, Line, Staff and Functional Authority, Delegation of	6	
	Directing: Purpose and Elements of Direction, Requirements of Effective Direction.	6	
	Coordinating: Needs, Requisites, Types and Techniques of Coordination.	4	
	Supervision: Nature and Purpose, Types and Aspects of Supervision, Key Supervisory Tasks.	4	
	Controlling: The Basic Control Process, Critical Control Points and Standards, Types of Controls, Requirements of Effective Control, Control Techniques. Budgeting, staffing	6	

Reference

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Wehrich, H., Koontz, H. & Cannice, M. V. (2004). *Management - A Global, Innovative and Entrepreneurial Perspective* (14th Edition). New Delhi: McGraw-Hill.

Mapping of Course Learning Outcomes (CLOs) to Program Learning Outcomes (PLOs)

PLO/CLO	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6
CLO 1	X			X		
CLO 2	X	X	X			
CLO 3	X	X	X		X	
CLO 4		X		X		
CLO 5	X				X	X
CLO 6	X		X	X		

Mapping of Course Learning Outcomes (CLOs) with the Teaching-Learning & Assessment Strategy

CLOs	Teaching-Learning Strategy	Assessment Strategy
CLO 1	Lecture and Discussion	Quiz/Class Test
CLO 2	Lecture and Discussion	Assignment
CLO 3	Lecture and Discussion	Mid-Term and Summative
CLO 4	Lecture and Discussion	Quiz/Class Test
CLO 5	Lecture and Discussion	Summative Assessment
CLO 6	Lecture and group Discussion	Mid-Term and Summative
Review		

Introduction to Political Science

Course Code: 0413PA113		Contact Hours: 56 direct
Course Title: Introduction to Political Science		Credits: 4
Course Type: Major		CIE Marks: 40
Level: 1stYear 1st Semester		SEE Marks: 60
Credit Value: 4 (Four)		Total marks: (40+60) = 100
Pre-requisite (If any): None		Course Teacher: Md. Zia Uddin
Course Summary	Introduction to political science focuses on the theory and practice of government and politics at the local, state, national, and international levels. The course will provide insight into the political beliefs and functions which is complementary to the understanding of the modern world. It is designed to enlighten the students with the fundamentals of government, politics and public administration. This course is dedicated to developing understandings of institutions, practices, and relations that constitute public life and modes of inquiry that promote citizenship. It entails understanding political ideas, ideologies, institutions, policies, processes, and behavior, as well as groups, classes, government, diplomacy, law, strategy, and war. Studying political science grounds students in the importance of political participation and prepares them to take part in the political life of their communities and the nation. This course focuses on critical thinking, data analysis, ethical reasoning and provides students with knowledge about current and past political events across the world.	
Objectives	❖ Acquaint students with the fundamental terminologies related to government and politics. ❖ Make the students familiar with forms and organs of government, public administration, and civil rights. ❖ Conceptualize existing political system of Bangladesh. ❖ Build knowledge of key theories and concepts, historical developments, organizations and modern issues in political science. ❖ To obtain an understanding of the basic principles, functions and foundations of modern state system and to contextualize them in Bangladesh.	

Course Learning Outcomes (CLOs):

Upon the successful completion of the course, the students will be able to:

CLO 1	Understand the basic concepts of political science, politics and the relationship between politics and economics.
CLO 2	Memorize political phenomena by using key theories and concepts of political science
CLO 3	State the formation of political institutions, functions, interactions and their complexities to the Bangladesh political system
CLO 4	Discuss basic factual information about politics of Bangladesh and some selected international political systems' comparison
CLO 5	Discuss the basic structures and processes of government systems and/or theoretical underpinnings
CLO 6	Analyze the role of political parties, political problems, arguments, information, and/or theories.

SL No.	CONTENT OF COURSE	Hrs	CLOs
1.	Political Science: Meaning, Scope, Importance and Methods to Study of Political Science.	6	1& 2
2.	Basic Political Concepts: State, Society, Community, Power, Sovereignty, Political Obligation and Rights, Law, Liberty and Equality.	9	1, 2, 3 & 5
3.	Contributions of Prominent Political Thinkers: Plato, Aristotle, Machiavelli, Hobbes, Locke, Montesquieu and Rousseau.	8	1, 2, 3, 4 & 6
4.	Forms of Government: Democracy and Dictatorship, Unitary and Federal Forms of Government, Parliamentary and Presidential Forms of Government.	9	4 & 5
5.	Constitution: Methods of Establishing Constitution, Nature and Content, Amendment	8	2 & 3
6.	Organs of Government: Legislature, Executive and Judiciary.	8	4 & 5
7.	Political Institutions: Political Parties, Pressure Groups and Public Opinion.	8	3 & 6

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Michael G. Roskin, Robert L. Cord, James A. Medeiros, W. S. J. (2014). *Political Science: An Introduction*. Pearson.

Muhith, A. M. A. (1992). Bangladesh: Emergence of a Nation.

Porter, J. M. (2009). *Classics in Political Philosophy* (3rd ed.). Prentice Hall.

Rhodes, R. A. W. Binder, S. A. & B. A. R. (2008). *The Oxford Handbook of Political Institutions*. Oxford Handbooks.

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Zafarullah, H. M., & Khan, M. M. (2019). Bureaucracy in Bangladesh: Politics within and the influence of partisan politics. In *Handbook of Comparative and development public administration* (pp. 989-1006). Routledge.

Mapping of Course Learning Outcomes (CLOs) to Program Learning Outcomes (PLOs)

PLO/CLO	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6
CLO 1	X			X		
CLO 2	X	X	X			
CLO 3	X	X	X		X	
CLO 4			X	X		
CLO 5	X				X	X
CLO 6	X		X	X		

Mapping of Course Learning Outcomes (CLOs) with the Teaching-Learning & Assessment Strategy

CLOs	Teaching-Learning Strategy	Assessment Strategy
CLO 1	Lecture and Discussion	Quiz/Class Test
CLO 2	Lecture and Discussion	Assignment
CLO 3	Lecture and Discussion	Mid-Term and Summative
CLO 4	Lecture and Discussion	Quiz/Class Test
CLO 5	Lecture and Discussion	Summative Assessment
CLO 6	Lecture and group Discussion	Mid-Term and Summative
Review		

Fundamentals of Sociology

Course Code: 0314PA114		Contact Hours: 56 direct
Course Title: Fundamentals of Sociology		Credits: 4
Course Type: GED		CIE Marks: 40
Level: 1st Year 1st Semester		SEE Marks: 60
Credit Value: 4 (Four)		Total marks: (40+60) = 100
Pre-requisite (If any): None		Course Teacher:
Course Summary	It equips students with the skills for conducting sociological analyses of society and offers a comprehensive introduction to the field of sociology, its fundamental theories, as well as an examination of a number of social issues in contemporary society. Sociological theories build conceptual frameworks that elucidate interconnections between specific facets or constituents of society and the broader processes or the environment that hold significance for daily experiences of individuals within society. It also explores various perspectives on contemporary society, including traditional and current viewpoints. Topics covered including the nature of community, inequality, and specific areas of focus such as family, class, race, institutions, social stratification, social change, and social conflict.	
Course Objectives	❖ It is designed to acquaint students with the methodical examination of social structures. ❖ It centers on providing an overview of the fundamental organizing principles and concepts, as well as the empirical and analytical methodologies utilized in the field of sociology. ❖ To equip students with the competencies to comprehend, Scrutinize, and elucidate extensive societal patterns and their ramifications on the individual.	

Course Learning Outcomes:

After the completion of this course, the students will be able to-

CLO1	Discuss between macro and micro sociological viewpoints and the theoretical components
CLO2	Describe the sociological significance of social groups, social institutions, social processes and other social phenomena.
CLO3	Recall the influence of cultural and socialization theories on the individual.
CLO4	Translate the arguments pertaining to social, political, and/or cultural issues.
CLO5	Apply sociological theory to explain social problems; and create recommendations to address current social problems.
CLO6	Analyze the relationship between the self and society as well as the social construction

SL No.	CONTENTS OF COURSE	Hrs	CLOs
1.	Introduction to Sociology: Meaning, Nature, Scope and Importance of Sociology.	6	1 & 2
2.	Fundamental Concepts: Society, Community, Social Structure, Groups, Social Roles, Rituals, Patron-Client Relationship, Social Control, Social Change.	14	2 & 4
3.	Sociological Perspective: Functionalism, Conflict Theory and Symbolic Interactionism.	5	1&3
4.	Major Social Institutions: Marriage, Family, Property, and Religion.	6	2, & 4
5.	Culture: Norms and Values, Cultural Diffusion, and Cultural Lag.	5	2, 3, 4, & 6
6.	Socialization: Socialization and the Self, Cooley and Mead's Theory of Self, Agents of Socialization.	6	2, 3, 4, & 6
7.	Social Stratification: Dimensions of Stratification, Social Classes, Poverty, Social Mobility, Minority, Race and Ethnicity, Gender Inequality.	7	2, 4, & 5
8.	Social Problems: Deviant Behavior, Alienation, Delinquency, Terrorism, Dowry, Corruption and Bribe, Addiction, Prostitution, Smuggling, Oppression of Women and Children.	7	4, &5

References

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Mapping of Course Learning Outcomes (CLOs) to Program Learning Outcomes (PLOs)

PLO/CLO	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6
CLO 1	X			X		
CLO 2	X	X				
CLO 3	X	X			X	
CLO 4			X	X		
CLO 5	X			X	X	X
CLO 6	X		X	X		

Mapping of Course Learning Outcomes (CLOs) with the Teaching-Learning & Assessment Strategy

CLOs	Teaching-Learning Strategy	Assessment Strategy
CLO 1	Lecture and Discussion	Quiz/Class Test
CLO 2	Lecture and Discussion	Assignment

CLO 3	Lecture and Discussion	Mid-Term and Summative
CLO 4	Lecture and Discussion	Quiz/Class Test
CLO 5	Lecture and Discussion	Summative Assessment
CLO 6	Lecture and group Discussion	Mid-Term and Summative
Review		

Communicative English

Course Code: 0232PA115		Contact Hours: 56 direct
Course Title: Communicative English		Credits: 4
Course Type: GED		CIE Marks: 40
Level: 1st Year 1st Semester		SEE Marks: 60
Credit Value: 4 (Four)		Total marks: (40+60) = 100
Pre-requisite (If any): None		Course Teacher: Part-time Teacher
Course Summary	It is expected to develop the four basic skills of English i.e., reading, writing, listening, and speaking. A variety of reading strategies and texts will be used to effectively develop first year students' academic reading-listening skills, thereby, facilitating their future studies. Also, the course focuses on developing the productive skills, such as, writing and speaking, familiarizing the students with grammatical rules, and other nuances of English with practice. This will enable the learners to demonstrate the practical applications of English grammar in their academic writing.	
Objectives	❖ To enable students to write academic essays with fluency and accuracy. ❖ To enable students to understand accent of various English and develop understandable pronunciation through listening. ❖ To facilitate effective and comprehensible reading. ❖ To raise awareness about common errors that occur both in speaking and writing. ❖ To develop students' ability to understand write-ups on issues of general concern and academic interest. ❖ To improve vocabulary base of learners for effective communication in various contexts.	

Course Learning Outcomes (CLOs):

After the completion of this course, the students will be able to-

CLO1	Apply grammar rules for real life communication in writing and speaking
CLO2	Produce written assignments using meaningful sentences.
CLO3	Express oneself correctly by using appropriate words, phrases, sentences or Ideas
CLO4	Critically reflect on particular text (i.e., grasp abstract ideas and interpret them effectively, with well-reasoned conclusions and solutions)
CLO5	Extract information from reading and listening passages accurately.

SL No.	CONTENT OF COURSE	Hrs	CLOs
1.	Reading a. Different Reading Strategies b. Guessing meaning from the Context c. Critical Reading (Analyze, Synthesize, Evaluate) d. Annotation e. Summarization	14	5
2.	Writing a. Forms and functions of different word categories (Noun, Verb, adjective, etc.) b. Aspects and uses of tense c. Subject-verb agreement d. Use of infinitive, gerund, present participle, past participle, modals, causatives, conditionals, subjunctives, modals. e. Use of sentence connectors/cohesion markers and punctuation f. Effective combination of sentences (simple, complex, compound) g. Developing a paragraph	14	1,2&4

3.	Speaking a. Introducing oneself in an appropriate manner b. Speaking in a certain context c. Responding to reading passage orally d. Responding to listening activities	14	1&3
4.	Listening a. Basics of listening b. Various types of Pronunciation c. IPA, RP, Transcription d. Different accents and intonation patterns e. Activities for Meaning-focused Listening, Information Transfer Strategies f. Listening Practice through selection of audio clips	14	5

References

Liz and John Soars (2005) (Current edition). *New Headway Upper Intermediate Student's Book*.

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Tibbits, E.E. ed. *Exercises in Reading Comprehension*. Longman

(Other Resources recommended by course teacher A selection of 8-10 editorials and reports from newspapers/magazines/journals, etc.)

Mapping of Course Learning Outcomes (CLOs) to Program Learning Outcomes (PLOs)

PLO/CLO	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6
CLO 1	X					
CLO 2	X					
CLO 3		X	X			
CLO 4						
CLO 5			X	X		

Mapping of Course Learning Outcomes (CLOs) with the Teaching-Learning & Assessment Strategy

CLOs	Teaching-Learning Strategy	Assessment Strategy
CLO 1	Lecture and Discussion	Quiz/Class Test

CLO 2	Lecture and Discussion	Assignment
CLO 3	Lecture and Discussion	Mid-Term and Summative
CLO 4	Lecture and Discussion	Quiz/Class Test
CLO 5	Lecture and Discussion	Summative Assessment
Review		

1st Year 2nd Semester BSS Honours July-December 2023						
Course No.	Course Title	Hours/Week Theory+Lab	Credits	Exam Hour	Full Mark s	Types of Course
0413PA121	Bangladesh Public Administration	56	4	4	100	Major
0413PA122	Constitutional and Political Development in Bangladesh	56	4	4	100	Major

0413PA123	Human Resource Management	56	4	4	100	Major
0311PA124	Fundamentals of Economics	56	4	4	100	GED
0613PA125	Information and Communication Technology	56	4	4	100	GED
	Viva-Voce	-	2		50	
	Total		22		550	

Bangladesh Public Administration

Course Code: 0413PA121	Contact Hours: 56 direct
Course Title: Bangladesh Public Administration	Credits: 4
Course Type: Major	CIE Marks: 40
Level: 1st Year 2nd Semester	SEE Marks: 60
Credit Value: 4 (Four)	Total marks: (40+60) = 100
Pre-requisite (If any): None	Course Teacher: Md. Hasan Shahriar
Course Summary	It is designed for introducing students with overall administrative system in Bangladesh. The major objective of the course is to familiarize the students to the structure, process and functions of public administration in Bangladesh. Having completed the course, the students would be able to understand and explain the intricacies of Bangladesh public administration and the way it works in the context of Bangladesh.
Objectives	❖ Make students understand the historical evolution of public administration in Bangladesh. ❖ Clarify the transformative structure and recruitment system in Bangladesh ❖ Make understand the form and substance of service structure of central and field administration. ❖ Make clear the multi-dimensionality of issues and problems of public administration in Bangladesh. ❖ Apprehend the emerging issues in the public administration of Bangladesh in changing situation ❖ Make the students familiar with organs of government along with interrelationships

Course Learning Outcomes:

After the completion of this course, the students will be able to:

CLO1	Describe the historical background of civil service and public administrative systems in Bangladesh.
CLO2	Locate the executive, the legislature and the judiciary in the context of Bangladesh
CLO3	Discuss the form and substance of service structure in central and field administration of Bangladesh

CLO4	Analyze the concurrent reform measures of civil service structure leading to its current structural and functional configuration of Bangladesh.
CLO5	Recall the process of recruitment, training, promotion and the role of central personnel agency of Bangladesh
CLO6	Identify multi-dimensionality of issues and problems of public administration in Bangladesh.

SL No.	CONTENT OF COURSE	Hrs	CLOs
1.	Ecology of Public Administration in Bangladesh.	6	1
2.	The Legacy of Public Administration: Selected Historical Influences on Bangladesh Public Administration.	6	1
3.	Branches of Government: Executive, Legislative, Judiciary. Interrelationships of Three Organs	6	2
4.	Central Governments and Field Administration a) Concept of Government Structure, Secretariat Set Up, Ministry, Divisions, Department, Autonomous and Semi-Autonomous Bodies, Agencies-Structure, Functions, Interrelationships.	12	3
	b) Field Administration: District, Upazilla Administration Structure, Functions, Control, Coordination, Conflict		
5.	Administrative Reforms: Concepts of Administrative Reforms, Importance, Different Committees and Commissions. Political Reforms, Successes of Reforms	6	4
6.	Role of Central Personnel Agency: The Ministry of Public Administration, Public Service Commission	6	5
7.	Recruitment and Training System in Bangladesh Public Administration: Recruitment Process, Scope of Training, Role of BPATC	4	5
8.	Public Innovation Activities: E-nothi, D-nothi, E-namjari	4	
9.	Selected Issues in Bangladesh Civil Service a) Parliamentary Committees b) Politics Administration Dichotomy c) Generalist Specialist Controversy d) Administrative Accountability and Ombudsman e) Generalist-Generalist Conflict	6	6

Reference

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Chowdhury, A. M. & Alam, F. (Ed.) (2002). *Bangladesh: On the Threshold of the Twenty-First Century*. Dhaka: Asiatic Society of Bangladesh.

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Mapping of Course Learning Outcomes (CLOs) to Program Learning Outcomes (PLOs)

PLO/CLO	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6
CLO 1	X	X				
CLO 2		X				
CLO 3			X	X		
CLO 4			X	X		
CLO 5			X		X	
CLO 6					X	X

Mapping of Course Learning Outcomes (CLOs) with the Teaching-Learning & Assessment Strategy

CLOs	Teaching-Learning Strategy	Assessment Strategy
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CLO 1	Lecture and Discussion	Quiz/Class Test
CLO 2	Lecture and Discussion	Assignment
CLO 3	Lecture and Discussion	Mid-Term and Summative
CLO 4	Lecture and Discussion	Quiz/Class Test
CLO 5	Lecture and Discussion	Summative Assessment
CLO 6	Lecture and group Discussion	Mid-Term and Summative
Review		

Constitutional and Political Development in Bangladesh

Course Code: 0413PA122		Contact Hours: 56direct
Course Title: Constitutional and Political Development in Bangladesh		Credits: 4
Course Type: Major		CIE Marks: 40
Level: 1st Year 2nd Semester		SEE Marks: 60
Credit Value: 4 (Four)		Total marks: (40+60) =100
Pre-requisite (If any): None		Course Teacher: Md.Zia Uddin
Course Summary	It is planned to equip students with the knowledge about the inevitability of the emergence of Bangladesh as a sovereign state in the context of a long historical background of politics and constitution. It equips the students to understand the events critically and deeply in the light of history which will make them the ideal citizen with patriotism towards the national integration and advancement.	
Objectives	❖ Acquaint the information and knowledge about the gradual development of Independent Bangladesh and its Constitution from British India to pre-liberation war and then post liberation. ❖ Realizing the prejudice happened in various sectors by the state apparatus and the conditions of standard living in comparative perspectives with the then West Pakistan vis-à-vis East Pakistan. ❖ Explain the major protest movements and struggles one after another in Pakistan regime. ❖ Highlight the stages of development towards autonomy of East	

	Pakistan and then towards liberation for bringing it out of internal colonialism. ❖ Provide an in-depth knowledge about the history of emergence of independent Bangladesh through armed struggle of people's war 1971. ❖ Discuss the history, facts, proper perception and ideas about the entire period of joint Pakistan along with internal colonialism. ❖ Analyze the perspective of our national struggle for autonomy, self-determination and ultimate liberation. ❖ Develop students' basic understanding of traumatic and heroic past and their responsibilities to materialize the spirit of 1971. ❖ Explore the politico-constitutional development of the subsequent post-liberation development.
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Course Learning Outcomes (CLOs):

Upon successful completion of the course, the students will be able to:

CLO 1	Understanding the true history of the emergence of Bangladesh from Britain to Pakistan.
CLO 2	State the inception of parting of the ways of former East Pakistan from Pakistan.
CLO 3	Sketch the growth and development dynamics of constitutional and political movements and get a thorough insight since 1971.
CLO 4	Show a sense of pride about the struggle against internal colonialism and about war of liberation in 1971.
CLO 5	Discuss the impacts of the liberation war over statecraft management, politics, social order and governance.
CLO 6	Understand the Issues starting from state building, nation building, constitution making, debates and governmental practices.
CLO 7	Demonstrate Elections and parliamentary procedures, administrative functions and the position of judiciary and election commission.

CLO 8	Illustrate the success rate, faults and errors of the post-liberation part and get experience from theoretical perspective.
CLO 9	Define key concepts including constitution, constitutionalism, separation of powers, judicial review.
CLO 10	Identify, analyze and reflect upon how law and legal institutions constitute.

SL No.	CONTENT OF COURSE	Hrs	CLOs
1.	Constitutionalism in British India: Government of India Acts 1909, 1919 and 1935. Simon Commission 1927, Establishment of Indian Congress and All India Muslim league.	12	1
2.	Pakistan Separatism: Two-Nation Theory, Jinnah's 14 point, Lahore Resolution 1940, Cabinet Mission Plan 1946, Indian Independence Act 1947, Boundary politics of East Bengal (Bangladesh)	12	1, 2 & 3
3.	Constitutional Politics in United Pakistan: Language Movement 1952, United Front and 21st point movement 1954, Election of 1954 in East Bengal, Politics of Constitution Making in Pakistan 1956, Politics of Basic Democracy 1959, Constitution of 1962, Six-Point Movement 1966, Mass Uprising of 1969, and The Election of 1970.	12	1, 9 & 10
4.	Constitutional Development in Independent Bangladesh: Constitution of Bangladesh: Making Process, Salient Features, Principles of State Policy, Fundamental Rights and Constitutional Amendments.	12	4, 5 6 & 7
5.	Political Development in Independent Bangladesh: Key Political Changes in Different Regimes, Militarization in Bangladesh Politics, Election Commission and Electoral Corruptions, Genesis and Extinction of Caretaker Government and Criticisms, Role of Women in Bangladesh Politics	12	7, 8, 9 & 10

References

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Mullick Books, Dhaka.

Mapping of Course Learning Outcomes (CLOs) to Program Learning Outcomes (PLOs)

PLO/CLO	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6
CLO 1	X					
CLO 2	X		X			
CLO 3	X	X				
CLO 4	X	X		X	X	
CLO 5		X	X		X	
CLO 6		X	X	X	X	
CLO 7	X	X			X	

CLO 8			X			X
CLO 9	X			X	X	
CLO 10			X			X

Mapping of Course Learning Outcomes (CLOs) with the Teaching-Learning & Assessment Strategy

CLOs	Teaching-Learning Strategy	Assessment Strategy
CLO 1	Lecture and Discussion	Quiz/Class Test
CLO 2	Lecture and Discussion	Assignment
CLO 3	Lecture and Discussion	Mid-Term and Summative
CLO 4	Lecture and Discussion	Quiz/Class Test
CLO 5	Lecture and Discussion	Summative Assessment
CLO 6	Lecture and group Discussion	Mid-Term and Summative
CLO 7	Lecture and Discussion	Term paper and presentation
CLO 8	Lecture and group Discussion	Summative
CLO 9	Lecture and Discussion	Summative
CLO 10	Lecture and Discussion	Summative
Review		

Human Resource Management

Course Code: 0413PA123		Contact Hours: 56 direct
Course Title: Human Resource Management		Credits: 4
Course Type: Major		CIE Marks: 40
Level: 1st Year 2nd Semester		SEE Marks: 60
Credit Value: 4 (Four)		Total marks: (40+60) = 100
Pre-requisite (If any): None		Course Teacher: Md. Foyjul Islam
Course Summary	Human Resource Management (HRM) encompasses all management choices and actions that affect the nature of the organization's interaction with employees. The organization gains a qualified and engaged workforce that support the corporate objectives by effective HRM. As a result, firms can gain a competitive advantage through their employees. The HRM prepares students to learn the art of human resource management and focuses on people management in the workplace by establishing a systematic understanding of the concepts and strategies used to attract, develop, and effectively employ the firm's human resources.	
Objectives	❖ This is designed to provide students with the necessary knowledge and skills for effectively carry out managerial responsibilities within an organization. ❖ Students will capture essential skills necessary to accomplish the primary goals of their respective organizations.	

Course Learning Outcomes:

After the completion of this course, the students will be able to-

CLO1	Demonstrate knowledge of basic HR functions, concepts, models, and procedures that HR practices incorporate.
CLO2	Prepare strategic and operational plans for an organization.
CLO3	Explain skills and knowledge pertaining to diverse instruments in HRM.
CLO4	Apply industry standards for performance management, evaluation, employee growth and development.
CLO 5	Apply problem-solving and decision-making frameworks that can be defended to organizational problems, changes, and risks.
CLO 6	Use HRM procedures supporting the organization's strategic goals.

SL No	Contents of Course	Hrs	CLOs
1.	Introduction: Concepts of HRM, Scope, Importance	4	1
2.	Strategic Human Resource Management: Concept of strategic HRM, concept of competitive advantage, Cost leadership, Differentiation, HR's role as a strategic partner	6	2&6
3.	Job Analysis: Concept, Steps in Job Analysis, Methods of Collecting Job Analysis Information, Job Description, Job Specification.	4	3,4,5, & 6
4.	Recruitment and Selection: Concept of Recruitment and Selection, Sources of Recruitment and Selection Process.	6	1 & 3
5.	Training and Development: Concept of Training and Development, Determining Training Need Assessment, Methods of Training, Evaluation of Training.	6	1,4, & 5
6.	Human Resource Planning: Concept of Human Resource Planning, Process of Human Resource Planning.	6	1,2, & 4
7.	Performance Appraisal: Concept, Appraisal Process, Appraisal Methods.	6	1 & 4
8.	Compensation Management: Concept, Objective of Wage and Salary, Steps of Wage and Salary Determination.	6	1 & 2
9.	Motivation: Concept, Types of Motivation, Motivation Theories.	6	1,4, & 5
10.	Collective Bargaining and Labor Relation: Concept, Components of Collective Bargaining Process, Reasons for Joining Trade Union, Process of Collective Bargaining, Concept	6	1 & 5

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Mapping of Course Learning Outcomes (CLOs) to Program Learning Outcomes (PLOs)

PLO/CLO	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6
CLO 1	X					
CLO 2		X		X		X
CLO 3		X	X			
CLO 4			X	X		
CLO 5				X	X	
CLO 6				X	X	X

Mapping of Course Learning Outcomes (CLOs) with the Teaching-Learning & Assessment Strategy

CLOs	Teaching-Learning Strategy	Assessment Strategy
CLO 1	Lecture and Discussion	Quiz/Class Test
CLO 2	Lecture and Discussion	Assignment
CLO 3	Lecture and Discussion	Mid-Term and Summative
CLO 4	Lecture and Discussion	Quiz/Class Test
CLO 5	Lecture and Discussion	Summative Assessment
CLO 6	Lecture and group Discussion	Mid-Term and Summative
Review		

Fundamentals of Economics

Course Code: 0311PA124		Contact Hours: 56 direct
Course Title: Fundamentals of Economics		Credits: 4
Course Type: GED		CIE Marks: 40
Level: 1st Year 2nd Semester		SEE Marks: 60
Credit Value: 4 (Four)		Total marks: (40+60) = 100
Pre-requisite (If any): None		Course Teacher:
Course Summary	The course provides an introduction to a core area of economics known as microeconomics. It considers the operation of a market economy and the problem of how best to allocate society's scarce resources. Additionally, it considers the way in which various decision making units make their consumption and production decisions and how these decisions are coordinated. Therefore, it considers the laws of supply and demand, and introduces the theory of the firm, and its components, production and cost theories and models of market structures. In fact, it deals with the issues of national income and employment, economic fluctuations, fiscal and monetary policies and economic growth.	
Objectives	The primary objective of the course is to acquaint students with the basic concepts of microeconomics and macroeconomics. So that student can analyze various economic policies and how these policies and practices can affect economic development and thereby boost up economic growth.	

Course Learning Outcomes:

After the completion of this course, the students will be able to:

CLO1	Apply economic reasoning to the analysis of selected contemporary economic problems;
CLO2	Describe determinants of demand and supply, and price elasticity;
CLO3	Explain the theory of consumer behavior, firm and producer behavior;
CLO4	Understand market structures of perfect and imperfect competition;
CLO5	Differentiate simple relationship and ideas in the measurement of national income, consumption, savings and investment.

SL No.	CONTENT OF COURSE	Hrs	CLOs
1.	Basic Concepts of Economics Definition of Economics, Nature and Scope of Microeconomics and Macroeconomics, Difference between Microeconomics and Macroeconomics, Central Problems of Every Economic Society, Problem of Scarcity, Opportunity Cost, Choice and Selection, Economic System-Capitalist and Socialist.	7	1
2.	The Basic Elements of Supply and Demand Demand Schedule and Demand Curve, Forces behind Demand Curve, Derivation of Demand Curve from Demand Schedule. The Supply Schedule, The Supply Curve, Forces behind Supply Curve, Equilibrium with Supply and Demand Curve, Elasticity-Meaning, Types, Price Elasticity of Demand and Supply.	7	2
3.	Utility Approach of Consumers Theory Meaning of Utility, Total Utility and Marginal Utility, Law of Diminishing Marginal Utility, Law of Equi-Marginal Utility, Consumer's Equilibrium-Relation between Price and Marginal Utility.	7	3
4.	Analysis of Costs Definition of Costs, Types of Costs, Short-Run and Long-Run Average Cost Curve.	6	4
5.	Market Structure: Perfect Competition, Monopoly, Oligopoly, Monopolistic Competition.	7	4
6.	Production: Meaning of Production, Factors of Production, Short-Run and Long-Run Production Function, Relation among Total Production, Average Production and Marginal Production.	8	5
7.	National Income: Meaning, Different Concepts of National Income-GNP, NNP & GDP, Methods of National Income Accounting, Double Counting Problem.	8	5
8.	Inflation & Deflation: Meaning, Types of Inflation, Effects of Inflation and Deflation, Stagflation.	6	6
	Consumption Exchange and Distribution		

References

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Mapping of Course Learning Outcomes (CLOs) to Program Learning Outcomes (PLOs)

PLO/CLO	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6
CLO 1	X	X				
CLO 2		X				
CLO 3			X	X		X
CLO 4				X	X	
CLO 5				X	X	X

Mapping of Course Learning Outcomes (CLOs) with the Teaching-Learning & Assessment Strategy

CLOs	Teaching-Learning Strategy	Assessment Strategy
CLO 1	Lecture and Discussion	Quiz/Class Test
CLO 2	Lecture and Discussion	Assignment
CLO 3	Lecture and Discussion	Mid-Term and Summative
CLO 4	Lecture and Discussion	Quiz/Class Test
CLO 5	Lecture and Discussion	Summative Assessment
Review		

Introduction to Information & Communication Technology

Course Code: 0613PA125		Contact Hours: 56 direct
Course Title: Introduction to Information & Communication Technology		Credits: 4
Course Type: GED		CIE Marks: 40
Level: 1st Year 2nd Semester		SEE Marks: 60
Credit Value: 4 (Four)		Total marks: (40+60) = 100
Pre-requisite (If any): None		Course Teacher: Part-time Teacher
Course Summary	The use of IT-based systems in mainstream social sciences have redefined workplace practices, operational metrics and policy making levels. Top management and key policy makers have been able to leveragethe various capabilities of computer-based systems and productivity software technologies to get a better handle on administrative operations, channelize employee productivity and address strategic goals. The importance of computers in management cannot be overstated.	
Objectives	The mission of the Computer Information Systems (CIS) Program is to prepare students to identify and analyze policy making, administrative opportunities, effectively utilize information technology in administrative process, and provide the operational and strategic IT solutions needed by organizations.	

Course Learning Outcomes:

After the completion of this course, the students will be able to:

CLO1	Use computer-based information systems and able to more effectively use computers as tools for business operation, entertainment or study.
CLO2	Employ more complete and detailed understanding of the rolecomputers play in their daily lives.
CLO3	Use the Internet and WWW as a research andinformation-sharing resource.
CLO4	Identify and describe legal, social, educational and communication issues related to increase Internet use in the home, workplace and society.
CLO5	Discuss Team-based completion of a computer-based systems project from the point of request through project management, analysis, design, development, documentation, testing and implementation.

SL No.	CONTENT OF COURSE	Hrs	CLOs
1.	Fundamentals of Management Information Systems: Introduction to Management Information Systems, Role of MIS in Organizations.	6	1
2.	Fundamentals of Computer: Introduction to Computer Systems, Computer Hardware and Software.	8	1 & 2
3.	Information Technology Infrastructure: Telecommunications, Computer Networks, Internet, World Wide Web.	8	1 & 2
4.	Development, Implementation and Management of Information Systems: Information Systems Analysis and Design, Decision Support Systems (DSS), Control and Ethics of MIS	10	2 & 3
5.	Management Information Systems –Bangladesh Perspective: Present Scenario of MIS in Bangladesh, Opportunities and Challenges.	8	3
6.	Applications of Information Technology in Public Administration: e-Governance, Scope of e-Commerce, Models of e-Commerce, e-Commerce Strategy, Electronic Data Interchange (EDI), electronic Payment Systems, and Status of e-Commerce in Bangladesh, Opportunities and Challenges.	6	4 & 5
7.	Practical/Project	10	5

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Kenneth, C. L. & Jane, P. L. 2019 (ed.16) Management Information Systems-Managing the Digital Firm. Pearson

Mapping of Course Learning Outcomes (CLOs) to Program Learning Outcomes (PLOs)

PLO/CLO	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6
CLO 1	X					
CLO 2		X				
CLO 3			X	X		
CLO 4			X	X	X	
CLO 5					X	X

Mapping of Course Learning Outcomes (CLOs) with the Teaching-Learning & Assessment Strategy

CLOs	Teaching-Learning Strategy	Assessment Strategy
CLO 1	Lecture and Discussion	Quiz/Class Test
CLO 2	Lecture and Discussion	Assignment
CLO 3	Lecture and Discussion	Mid-Term and Summative
CLO 4	Lecture and Discussion	Quiz/Class Test
CLO 5	Lecture and Discussion	Summative Assessment
Review		

2nd Year 1st Semester BSS Honours January-June 2024						
Course No.	Course Title	Hours/Week Theory+Lab	Credits	Exam. Hour	Full Marks	Types of Course
0413PA211	Public Personnel Administration in Bangladesh	56	4	4	100	Major
0413PA212	Local Government and Rural Development in Bangladesh	56	4	4	100	Major
0413PA213	Urban Governance in Bangladesh	56	4	4	100	Major
0413PA214	Sociology of Administration	56	4	4	100	Major
0413PA215	Management of NGOs and Social Entrepreneurship	56	4	4	100	Major
	Total		20		500	

Public Personnel Administration in Bangladesh

Course Code: 0413PA211	Contact Hours: 56 direct
Course Title: Public Personnel Administration in Bangladesh	Credits: 4
Course Type: Major	CIE Marks: 40
Level: 2nd Year 1st Semester	SEE Marks: 60
Credit Value: 4 (Four)	Total marks: (40+60) = 100
Pre-requisite (If any): None	Course Teacher: Dr. Jannatul Ferdous
Course Summary	Students examine the personnel functions in government. Unique aspects of labor practices and labor relations in the public sector which essential for state regulations, and guiding the public employer. The impact of the political context upon civil service and merit system also is considered. It also provides a working knowledge of diverse issues in public personnel administration.
Objectives	❖ This is designed to orient the students with public sector human resources policy and management in Bangladesh. ❖ It covers the history of human resource management in government, major elements of the personnel management process, organizational functions of human resources system and contemporary issues and problems in the public sector. ❖ The students will gain useful insights from various human resource management activities of the government.

Course Learning Outcomes (CLOs):

Upon successful completion of the course, the students will be able to:

CLO 1	Understand the functions needed to manage human resources in public agencies.
CLO 2	Explain the merit system in public administration, including the Civil Service System.
CLO 3	Explain performance evaluation, disciplinary and managerial systems that are used in public personnel administration.
CLO 4	Understand the employment requirements, growth and development for achieving organizational goals.
CLO 5	Analyze challenges of various Bangladesh Public Personnel Administration reforming strategies.

SL No.	CONTENT OF COURSE	Hrs	CLOs
1.	Key Features of Bangladesh Public Administration: Scope, Significance and Functions, Types of Personnel System: Bureaucratic Type, Aristocratic Type, Democratic Type, Tenure of Office, Merit System. Spoil System, Civil Service 2041.	7	2
2.	Recruitment of Personnel: Examination System and Recruitment Methods of Bangladesh Civil Service, Role of Bangladesh Public Service Commission and Ministry of Public Administration in Recruitment Process as Central Personnel Agency.	7	1,2,4
3.	Training Policy of Bangladesh Civil Service, Role of BPATC in Foundation Training Course. SEAD, Empathy training.	8	1,4
4.	Promotion: Nature and Process, Relevant Rules and Policies. SB, SSB, Committees of Promotion.	8	1,3,4
5.	Compensation: Pay Commission, Pay Structure, Pay Fixation, TA & DA Benefits, Provident Fund & Gratuity, Retirement Benefits.	8	1
6.	Leave: Types of Leaves, Lien and Deputation, Compulsory Leave, The Prescribed Leave Rules, 1959.	6	1,3
7.	Discipline: Government Servants (Discipline and Appeal) Rules of 1985, the Government Servants (Conduct) Rules of 1979.	6	1,3
8.	Personnel Records & File Management: Official Noting, Writing of Official Letter, Corresponding Letter, Appointment Letter, Maintenance of Personnel File.	6	3

Reference

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Stahl, G. O. (1976). *Public Personnel Administration*. New York: Harper & Row.

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Mapping of Course Learning Outcomes (CLOs) to Program Learning Outcomes (PLOs)

PLO/CLO	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6
CLO 1	X					
CLO 2		X				
CLO 3			X	X		
CLO 4				X	X	

Mapping of Course Learning Outcomes (CLOs) with the Teaching-Learning & Assessment Strategy

CLOs	Teaching-Learning Strategy	Assessment Strategy
CLO 1	Lecture and Discussion	Quiz/Class Test
CLO 2	Lecture and Discussion	Assignment
CLO 3	Lecture and Discussion	Mid-Term and Summative
CLO 4	Lecture and Discussion	Quiz/Class Test
Review		

Local Government and Rural Development in Bangladesh

Course Code: 0413PA212		Contact Hours: 56 direct
Course Title: Local Government and Rural Development in Bangladesh		Credits: 4
Course Type: Major		CIE Marks: 40
Level: 2nd Year 1st Semester		SEE Marks: 60
Credit Value: 4 (Four)		Total marks: (40+60) = 100
Pre-requisite (If any): None		Course Teacher: Mohammed Mahin Uddin
Course Summary	This is designed to provide students with an in-depth understanding of the structure, functions, and challenges of local government and overall situation of rural development in Bangladesh. Following a multidisciplinary approach, students will gain comprehensive knowledge about roles and responsibilities of local government bodies, their relationship with the central government following various issues and dynamics involved in local government. It also focus on the concept, issues and different dimensions of rural development.	
Objectives	❖ To provide the students with basic concepts and issues of local government. ❖ Make the students understand the structure, compositions, functions, and fundamental theories of local government. ❖ Apply the knowledge of local government's key issues – election, personnel and financial system. ❖ To facilitate necessary knowledge about central local relations, local-level planning, women's representation in local government bodies. ❖ Assist the students in gaining knowledge about concepts and approaches of rural development ❖ Orient the students with determinates, measurement and strategies of rural development ❖ Develop an understanding about the evolution of rural development strategies of Bangladesh ❖ Acquaint students with basic concepts and ideas related with the issue of rural poverty.	

Course Learning Outcomes (CLOs):

Upon the successful completion of the course, the students will be able to:

CLO-1	Understand the basic concepts and issues of local government.
CLO-2	Recall the historical evolution of local government.
CLO-3	Analyze different theoretical approaches of local government.
CLO-4	Demonstrate the analytical thinking regarding the contemporary debate and issues of local government in Bangladesh.
CLO-5	Express understanding of Bangladesh's local government structure, compositions and tiers.
CLO-6	Explain the basic concept, elements and different approaches of rural development.
CLO-7	Discuss comparative analysis between rural development models in Bangladesh.
CLO-8	Evaluate government and non-government organization's poverty alleviation policies and interventions on rural development.
CLO-9	Distinguish some non-institutional efforts of rural development.

SL No.	CONTENT OF COURSE	Hrs	CLOs
1.	Conceptual Introduction to Local Government (LG): Definition and Types of LG, Difference between LG and Local Self Government, Chronological Development of LG, and Special LG System in Bangladesh.	5	1
2.	Selected Theories of Local Government: Liberal-Democratic theory, Economic Interpretation, Radical Elite Theory and Marxist Interpretations of LG.	4	3
3.	The Current Structure and Operations of Rural and Urban LG in Bangladesh: Structure, Composition, Functions.	4	2,3
5.	Major Issues of Local Government: (A) Central-Local government Relations; (B) Women's Representation in LG; (C) LG Election; (D) LG Personnel System.	4	3
6.	Local Government Finance: local government bodies' finance from the British period to the Pakistan period, income, expenditure, budgeting, and auditing of the present Union Parishad, Upazila Parishad, Zila Parishad, Pourashava, and City corporations.	6	4
7.	Local Government Acts (Union Parishad, Upazila Parishad, Zila Parishad, Pourashava, City corporations, Chittagong Hill Tracts Regional Council Act, 1998).	4	5

8.	Rural Development: meaning, approaches, Evolution of rural Development from the free-colonial period to the present.	4	7
9.	Model of Rural Development: Comilla Model. CVDP, My home is my City, One House one Farm.	4	7
10.	Non-Institutional Efforts in Rural Development: Robindranath Tagore, Mahatma Gandhi, A.K. Fazlul Haque, Dr. Akhter Hameed Khan	4	8
11	Rural Poverty in Bangladesh: Causes and Trends in Rural Poverty; Policies and Programs for Rural Poverty Alleviation; PRSP: Principles, Features and Strategies.	5	8,9
12	Local Level Planning: meaning, pre-conditions, process, mechanism	4	9
13	Local Government and Rural development recent Innovations: Union digital center (UDCs), LGSP, SDGs, SLGDFP.	4	9

(Advise: Content must be revised and with 50%+50% of Local govt and rural dev. Course content)

Reference

Ahmed, A. K. A. F. (2013). *Rural Development by NGOs in Bangladesh: Perspective, Performance and Paradoxes*. Dhaka: Osder Publications.

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Huq, M. A. (1976). *Exploitation and the Rural Poor: A Working Paper on the Rural Power Structure in Bangladesh*. BARD.

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Stevens, R. D., Hamza, A. & Bertocci, P. J. (1976). *Rural Development in Bangladesh and Pakistan*. Honolulu: University Press of Hawaii.

Todaro, M. P. (1989). *Economic Development in the Third World* (11th Edition). New York: Longman.

Wiggins, S. & Proctor, S. (2001). "How Special are Rural Areas? The Economic Implications of Location for Rural Development". *Development Policy Review*, 19 (4), 427-436.

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Ferdous, J., & Ahmad, M. (2025). Social safety net programs in Bangladesh: Fighting food insecurity during COVID-19 (1st ed.). Palgrave Macmillan.

Mapping of Course Learning Outcomes (CLOs) to Program Learning Outcomes (PLOs)

PLO/CLO	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6
CLO 1	X					
CLO 2		X				
CLO 3			X	X		
CLO 4				X	X	
CLO 5					X	X
CLO 6	X					
CLO 7		X				

Mapping of Course Learning Outcomes (CLOs) with the Teaching-Learning & Assessment Strategy

CLOs	Teaching-Learning Strategy	Assessment Strategy
CLO 1	Lecture and Discussion	Quiz/Class Test
CLO 2	Lecture and Discussion	Assignment
CLO 3	Lecture and Discussion	Mid-Term and Summative
CLO 4	Lecture and Discussion	Quiz/Class Test
CLO 5	Lecture and Discussion	Summative Assessment
CLO 6	Lecture and group Discussion	Mid-Term and Summative
CLO 7	Lecture and Discussion	Term paper and presentation
Review		

Urban Governance in Bangladesh

Course Code: 0413PA213		Contact Hours: 56 direct
Course Title: Urban Governance in Bangladesh		Credits: 4
Course Type: Major		CIE Marks: 40
Level: 2ndYear 1stSemester		SEE Marks: 60
Credit Value: 4 (Four)		Total marks: (40+60) = 100
Pre-requisite (If any): None		Course Teacher: Dr. Mohammad Razaul Karim
Course Summary	This course is about how cities, suburbs and metropolitan areas changes. Drawing on special attention on Bangladesh case, it explores the processes, potentialities and problems of urbanization. It is an introductory course for undergraduates that examines both the evolving structure of the Bangladesh municipalities and the ways that it can be designed and developed.	
Objectives	❖ Acquaint the main factors that generate cities and also influence regional agglomeration. ❖ Realizing the potential gains of urbanization depends on how well cities and towns manage growth, provide good governance and deliver services for households. ❖ Encourage debates and analysis of how urbanization can be made the engine of growth and development rather than poverty, vulnerability and exclusions through sound urban governance. ❖ Provides an overall understanding of the key aspects pertaining to urbanization patterns, good urban governance, devolution of powers, development of urban planning, poverty, community participation in city development and innovative illustrations through case studies. ❖ Facilitate necessary knowledge about role of central government in urban bodies, government agencies, and autonomous bodies for urban development. ❖ Develop strategies and manage the necessary processes to tackle urban problems and develop solutions.	

Course Learning Outcomes (CLOs):

Upon successful completion of the course, the students will be able to:

CLO 1	Demonstrate the main trends of urbanization, rural-urban mobility, and population growth
CLO 2	Discuss knowhow and why cities develop and change, and who lives in cities and why;
CLO 3	Understand about the composition, role, functions, and resources of urban local bodies;
CLO 4	Understand financial pattern of Urban Local government bodies and its limitations;
CLO 5	Analyze urban governance issues, structures and powers of government and regulatory interventions in ULG;
CLO 6	Demonstrate familiarity with theories, methods, coordination process and examples of design in the urban sector;
CLO 7	Critically look at the urban environmental issues and the legal mechanisms to address these issues;
CLO 8	Apply new understanding of the significant role that cities can play in the urban centers of the world in general and Bangladesh cases in particular.

SL No.	CONTENT OF COURSE	Hrs	CLOs
1.	Urbanization: Meaning, Causes, Trend, Nature, Theories, Rural-Urban Migration, Problems of Urbanization (Waste Management, Crimes, Slums and Housing, etc.).	8	1, 2 & 6
2.	Growth and Development of Municipal Institution: From Mughal Period to Bangladesh Period.	6	2 & 3
3.	Urban Local Government: Types, Structure, Functions of Urban Local Government (Pourashava and City Corporation), Prospects of City Government.	8	3 & 5
4.	Financial System of Urban Local Government: Sources of Fund, Budgeting, Accounting, Auditing and Controlling System of Urban Local Government.	9	4
5.	Coordination Mechanisms: Regulatory and Inter-Cooperation Relationships between Urban Local Government and Central Government, Inter- Organizational Coordination Problems.	8	5 & 6
6.	Urban Environmental Problems: Critical Analysis of Urban Environmental Problems, Political and Social Agenda of Urban Environmentalism, Case Studies.	8	7
7.	Key Urban Bodies: Municipal Bodies: Pourashava and City Corporation; Urban Development Bodies: Rajuk, CDA, KDA, RDA etc. Special Purpose Authority: WASA, DPDC, TITAS etc. Special Government Authority: PWD, UDD, DPHE etc.	9	4, 5, 6,&8
8.	Coordination among government institutions and urban authorities.		
9.	Urban development planning, Urban transportation problems		

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Mapping of Course Learning Outcomes (CLOs) to Program Learning Outcomes (PLOs)

PLO/CLO	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6
CLO 1	X					
CLO 2		X				
CLO 3			X			
CLO 4						
CLO 5			X			
CLO 6			X		X	
CLO 7				X	X	X
CLO 8					X	X

Mapping of Course Learning Outcomes (CLOs) with the Teaching-Learning & Assessment Strategy

CLOs	Teaching-Learning Strategy	Assessment Strategy
CLO 1	Lecture and Discussion	Quiz/Class Test
CLO 2	Lecture and Discussion	Assignment
CLO 3	Lecture and Discussion	Mid-Term and Summative
CLO 4	Lecture and Discussion	Quiz/Class Test
CLO 5	Lecture and Discussion	Summative Assessment
CLO 6	Lecture and group Discussion	Mid-Term and Summative
CLO 7	Lecture and Discussion	Term paper and presentation
CLO 8	Lecture and group Discussion	Summative
CLO 9	Lecture and Discussion	Summative

Review		
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Sociology of Administration

Course Code: 0413PA214		Contact Hours: 56 direct
Course Title: Sociology of Administration		Credits :4
Course Type: Major		CIE Marks: 40
Level: 2 nd Year 1 st Semester		SEE Marks: 60
Credit Value: 4 (Four)		Total marks: (40+60) = 100
Pre-requisite (If any): None		Course Teacher: H. M. Khalid Hossain Bhuiyan
Course Summary	The field of sociology of administration has covered lot of big, abstract ideas about politics, economics, and how people grow and change over time. How do these big ideas translate into the real world and the lives of everyday people? How do they apply to your life? This lesson will discuss three specific ways that sociology of administration can be applied to the real world, and all three ways highlight- why sociology is important to study and understand. The applications of this course will be focused on public policy, social change, and personal growth.	
Objectives	❖ To provide the students basic issues of sociological perspective of administration enriching knowledge of historical background of administrative development. ❖ Make the students understand the interdependence of society and administration ❖ Help them to conceptualize the basic theories of modern governance ❖ Apply the knowledge and practices of ancient administration from multidimensional perspectives. ❖ To facilitate necessary knowledge about role of government, non-governmental and international organizations ❖ To facilitate necessary knowledge about context-based administration in national and international levels.	

Course Learning Outcomes:

Course Learning Outcomes: At the end of the course, the student will be able to-

CLO 1	Understand the basic concepts and issues of sociological thoughts
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CLO2	Distinguish among different cultures and their administrative thoughts
CLO3	Explain the historical evolution of approaches to administrative development
CLO4	Analyze different schools of administrative thoughts
CLO5	Interpret the consequences of culture, society and the inter linkage of Administration
CLO6	Identify and explain the key actors of governance in administration in a society
CLO7	Evaluate ancient governance system like, Greek, Indian, Chinese, and Islamic administration with those of Bangladesh
CLO8	Describe the context based equitable society in Bangladesh
CLO 9	Describe the present status of administration in national and global perspectives.

SL No.	CONTENT OF COURSE	Hrs	CLOs
01.	Introducing Sociology of Administration: Sociological Root of Public Administration.	4	1,2
02.	Historical views on Administration and Society: I. Confucius's Concept on Society, State, Government and Administration (551 to 479 B.C.). II. Plato's Theory of Ideal State (427 to 347 B.C.). III. Kautilya's Views on State, Government and Administration (321 to 296 B.C.). IV. Vimala Ratna Lekha of Atisha Dipankara Srijana V. Social and Administrative Philosophy of Ali Ibn Abu Talibe (598 to 661 C.E.) VI. Ibne Khaldun's Logical Contribution to the Emergence of State, Society, Solidarity& Civilization 1332 to 1406 C.E.). VII. Max Weber's Views on Society (1864 to 1920 C.E.). Behavioral aspect of bureaucracy. VIII. Orientalism of Edward W. Said. (1978 to 2003 C.E.). IX. Chanakko	36	3,4,5,6,7
03.	Sociological Theories of Administration: Hofstede's Cultural Dimensions, Administrative system in Bangladesh	8	8

04.	Social Culture and Administrative Change in Bangladesh: Present context on administration evaluating different scholarly writings and articles	8	8
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Mapping of Course Learning Outcomes (CLOs) to Program Learning Outcomes (PLOs)

PLO/CLO	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6
CLO 1	X					
CLO 2		X				
CLO 3			X			
CLO 4			X			
CLO 5				X		
CLO 6				X	X	
CLO 7				X	X	
CLO 8				X	X	X
					X	X

Mapping of Course Learning Outcomes (CLOs) with the Teaching-Learning & Assessment Strategy

CLOs	Teaching-Learning Strategy	Assessment Strategy
CLO 1	Lecture and Discussion	Quiz/Class Test
CLO 2	Lecture and Discussion	Assignment
CLO 3	Lecture and Discussion	Mid-Term and Summative
CLO 4	Lecture and Discussion	Quiz/Class Test
CLO 5	Lecture and Discussion	Summative Assessment
CLO 6	Lecture and group Discussion	Mid-Term and Summative
CLO 7	Lecture and Discussion	Term paper and presentation

CLO 8	Lecture and group Discussion	Summative
CLO 9	Lecture and Discussion	Summative
Review		

Management of NGOs and Social Entrepreneurships

Course Code: 0413PA215		Contact Hours: 56 direct
Course Title: Management of NGOs and Social Entrepreneurships		Credits: 4
Course Type: Major		CIE Marks: 40
Level: 2nd Year 2nd Semester		SEE Marks: 60
Credit Value: 4 (Four)		Total Marks: (40+60) = 100
Pre-requisite (If any): None		Course Teacher: Dr. Jannatul Ferdous
Course Summary	The emergence of organized civil society and of nongovernmental organizations (NGOs) as organizational manifestations of broader social movements has dramatically altered the global political-economic landscape. The increasing global reach of NGOs challenges established international business research, and highlights opportunities for broadening and adapting extant paradigms in the field.	
Objectives	❖ This is designed to help students understand different aspects of management of the non-government organizations and social entrepreneurship. ❖ It will equip students with a sound understanding of the critical issues facing NGOs and help develop skills to face various challenges. ❖ This course covers different important issues related to NGOs like definition, functions, classification, growth, laws and ordinances etc. ❖ Providing knowledge of social entrepreneurship, social change and social business.	

Course Learning Outcomes (CLOs):

Upon the successful completion of the course, the students will be able to:

CLO 1	Analyze and review the theoretical perspectives and debates about NGOs, and civil society more broadly, to practice and policy situations.
CLO 2	Apply the knowledge of the comparative advantage of NGOs in development practice.
CLO 3	Explain key components of NGOs' organizational structure and management for developing strategies to enhance their effectiveness in service delivery.
CLO 4	Analyze the causes and impacts of poverty in global contexts and evaluate the theories and practice of development institutions in Bangladesh.

CLO 5	Understand entrepreneurship concepts, functions and role of an entrepreneur, process of planning and the concept of business.
CLO 6	Evaluate and compare entrepreneurial activities, skills, environment, context and processes.
CLO 7	Develop Entrepreneurial Skills.

SL No.	CONTENT OF COURSE	Hrs	CLOs
1.	NGOs and Development: Concepts, Nature, Scope, Significance and Typology of NGOs, Philosophical Basis and Voluntarism of NGOs.	6	1
2.	Global Emergence of NGOs: Emergence of NGOs in Contemporary Perspective, Strengths and Weakness of NGOs, Functional Coverage of NGOs and Role of NGOs in Development.	5	1
3.	NGO Approaches towards Development: Community Development, Participatory Development, Target Group Approach, and NGOs as ‘little d’ development.	6	2
4.	NGO, Civil Society and Governance: NGO and Civil Society, NGO and Public Policy, Debate on the Role of NGO in Development, Dynamics and Drawbacks of NGOs.	6	2
5.	NGOs and Development in Bangladesh: Emergence of NGOs in Pre-and Post-Liberation Periods, Scope and Functional Coverage, Sources of Funding, Effectiveness of Utilizing Fund in the Operational and Management Process, Legal frameworks of NGOs in Bangladesh, Government and NGO Collaboration, the Rationale of Collaboration, Problems of Collaboration, the World Bank Model for Collaboration, Other Models for Collaboration, Experiences from Other Countries. Roles of NGOs in different sector.	8	4
6.	Study of Selected National and International NGOs: CARE, Action Aid, Save the Children, BRAC, PROSHIKA and Grameen Bank.	6	3
7.	Entrepreneurship and Development: Entrepreneurship Theories; Entrepreneurship Success and Entrepreneurship Variables.	5	5
8.	Social Entrepreneurship: Meaning, Definition, types, advantages and disadvantages role of an entrepreneur, process of planning and the concept of business. Entrepreneurial cycle.	6	5
9.	Management of Small and Medium Enterprise: Entrepreneurial activities, skills, environment, context and processes. Success and Failure of SME in Developed and Developing Countries; SME Support Services; Financial, Technical and Operational Supports at Various Stages of Enterprise Growth and Development.	8	5, 6 & 7

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Mapping of Course Learning Outcomes (CLOs) to Program Learning Outcomes (PLOs)

PLO/CLO	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6
CLO 1	X					
CLO 2		X	X			
CLO 3		X	X			
CLO 4				X		
CLO 5				X		
CLO 6			X		X	X
CLO 7					X	X

Mapping of Course Learning Outcomes (CLOs) with the Teaching-Learning & Assessment Strategy

CLOs	Teaching-Learning Strategy	Assessment Strategy
CLO 1	Lecture and Discussion	Quiz/Class Test
CLO 2	Lecture and Discussion	Assignment
CLO 3	Lecture and Discussion	Mid-Term and Summative
CLO 4	Lecture and Discussion	Quiz/Class Test
CLO 5	Lecture and Discussion	Summative Assessment
CLO 6	Lecture and group Discussion	Mid-Term and Summative
CLO 7	Lecture and Discussion	Term paper and presentation
CLO 8	Lecture and group Discussion	Summative
CLO 9	Lecture and Discussion	Summative
Review		

2ndYear 2ndSemester BSS Honours July-December 2024						
Course No.	Course Title	Hours/Week Theory+Lab	Credits	Exam. Hour	Full Marks	Types of Course
0413PA221	Financial Administration In Bangladesh	56	4	4	100	Major
0314PA222	Judicial Regulatory and Administration in Bangladesh	56	4	4	100	Major
0413PA223	Governance leadership	56	4	4	100	Major
0413PA224	Gender, Development and Social Equity	56	4	4	100	Major
0312PA225	Globalization International Relations	56	4	4	100	GED
	Viva-Voce	-	1.5		50	
	Total		21.5		550	

Financial Administration in Bangladesh

Course Code: 0413PA221		Contact Hours: 56 direct
Course Title: Financial Administration in Bangladesh		Credits: 4
Course Type: Major		CIE Marks: 40
Level: 3rd Year 1st Semester		SEE Marks: 60
Credit Value: 4 (Four)		Total marks: (40+60) = 100
Pre-requisite (If any): None		Course Teacher: Md Nahidul Islam
Course Summary	This is concerned with the theories and methods that pertain to the economical and astute administration of the money and finances that are controlled by the government. The theory of public finance will be covered under this course, with a particular focus on the structure of governmental income. In the context of Bangladesh, it is concerned with issues relating to taxes, borrowing, and assistance. The topics of public financial management, including government budgeting and changes in financial management, as well as the income and expenditure sides of public finance, are the primary emphasis of this course.	
Objectives	❖ After completion of this course students will gain a foundational understanding of governmental finance by learning about the systems, procedures, and practices that are used to collect, disperse, and account for the money that is used to provide public services and programs to the public. ❖ Make students understand financial administration has become more important for finding ways to generate resources to meet rising public expenditures, and assist them in understanding the fundamental theories and practices of public finance, with a focus on how governments raise revenues. ❖ Apply the concepts of financial management to contemporary financial events and promote the necessary understanding of taxation, financing, and aid within the context of Bangladesh. ❖ To facilitate the necessary knowledge about the revenue and expenditure sides of public financial management by looking at government budgeting and the changes in financial management.	

Course Learning Outcomes:

Course Learning Outcomes: At the end of the Course, the Student will be able to-

CLO1	Understand the basic concepts and issues of public finance
CLO2	Describe the classification and source of public debt and the repayment method for public debt
CLO3	Explain how the various sectors of public expenditure in Bangladesh relate to public expenditure and economic growth
CLO4	Evaluation of fiscal policy, fiscal management mechanisms, and its function in controlling inflation and deflation.
CLO5	Relate the consequences of a good tax system and tax administration in Bangladesh.
CLO6	Identify and explain the key actors in foreign aid in Bangladesh, with special reference to trends and mechanisms of foreign aid
CLO7	Evaluate the typology of budgets and budgetary procedures in Bangladesh
CLO8	Describe Bangladesh's system for auditing government spending and parliamentary oversight of public finances
CLO09	Analyze Bangladesh's financial administration institutions' contributions.
CLO10	Evaluate the contribution of international financial institutions to global economic stability.

SL No.	CONTENT OF COURSE	Hrs	CLOs
1.	Basic Concepts of Public Finance: Meaning, Subject Matter, Importance, Distinction between Private and Public Finances.	6	1
2.	Public Debt: Concept of Public Debt, Classification of Public Debt, Why Public Debt, Sources of Public Debt, Methods of Repayment of Public Debt, Public Debt, and Economic Growth of Bangladesh.	8	2 & 9
3.	Public Expenditure: Meaning and Concept of Public Expenditure, Various Sectors of Public Expenditure in Bangladesh, Public Expenditure and Economic Growth.	6	3, 9 & 7
4.	Fiscal Policy: Critical analysis of fiscal policy, Objectives, Mechanisms of Fiscal Management, and Its Role in Controlling Inflation and Deflation. Budgeting: Concept of Budgeting, Different Types of Budget, and Budgetary Procedure in Bangladesh.	6	
5.	Government Revenue and Taxation: Revenue Sources of Government, Types of Taxation, Tax Principles, Characteristics of a Good Tax System, Tax Administration in Bangladesh: NBR.	6	5, 7 & 9
6.	Foreign Aid in Bangladesh: Typology of Foreign Aid, Trends and Mechanisms of Foreign Aid, Negative and Positive Impact of foreign aid.	6	6
7.	Monitory Policy:		
8	Accounting and Auditing: System of Auditing of Government Expenditure, Parliamentary Control on Public Finances in Bangladesh.	6	8
9	Agencies of Financial Administration in Bangladesh: Bangladesh Bank, Ministry of Planning, Ministry of Finance, NEC & ECNEC.	6	3, 4 & 9
10	International Financial Institutions: The World Bank (WB), International Monetary Fund (IMF), Asian Development Bank (ADB), Islamic Development Bank (IsDB), European Investment Bank (EIB), The World Trade Organization (WTO).	6	6 & 10

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Mapping of Course Learning Outcomes (CLOs) to Program Learning Outcomes (PLOs)

PLO/CLO	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6
CLO 1	X					
CLO 2		X				
CLO 3			X			
CLO 4						
CLO 5				X		
CLO 6				X	X	
CLO 7						X
CLO 8				X		
CLO 9					X	
CLO 10						X

Mapping of Course Learning Outcomes (CLOs) with the Teaching-Learning & Assessment Strategy

CLOs	Teaching-Learning Strategy	Assessment Strategy
CLO 1	Lecture and Discussion	Quiz/Class Test
CLO 2	Lecture and Discussion	Assignment
CLO 3	Lecture and Discussion	Mid-Term and Summative
CLO 4	Lecture and Discussion	Quiz/Class Test
CLO 5	Lecture and Discussion	Summative Assessment
CLO 6	Lecture and group Discussion	Mid-Term and Summative
CLO 7	Lecture and Discussion	Term paper and presentation
CLO 8	Lecture and group Discussion	Summative
CLO 9	Lecture and Discussion	Summative
Review		

Judicial and Regulatory Administration in Bangladesh

Course Code: 0413PA222		Contact Hours: 56 direct
Course Title: Judicial and Regulatory Administration in Bangladesh		Credits: 4
Course Type: Major		CIE Marks: 40
Level: 2 nd Year 2 nd Semester		SEE Marks: 60
Credit Value: 4 (Four)		Total marks: (40+60) = 100
Pre-requisite (If any): None		Course Teacher: Dr. Mst. Shumshunnahar
Course Summary	A regulatory agency is a public authority or government agency responsible for exercising autonomous authority over some area of human activity in a regulatory or supervisory capacity. Regulation has become a major and controversial public administrative activity. Regulatory administration provide a good illustration of how the managerial, political, legal perspectives can converged and conflict in a major policy area. The roots of governmental regulation are economic, political, and social. Regulatory structure and process often involve a <i>commission</i> format and the combination of executive, legislative, and judicial functions. It also incorporate administrative law, regulatory law, secondary legislation, and rulemaking (codifying and enforcing) of rules and regulations and imposing supervision or oversight for the benefit of the public.	
Objectives	After the completion of this course, the students will be able to- ❖ Assessed their knowledge about legal system and legal doctrine. ❖ Familiar with a broad knowledge of foundational and other core areas of the law, specialized knowledge in areas of interest, and experience with advanced study. ❖ Assess the development of legal analysis, legal communication, and legal research.	
	❖ Analyze different types of problems, find and deploy a variety of legal authorities, and communicate effectively in a variety of settings.	

Course Learning Outcomes (CLOs):

Upon successful completion of the course, the students will be able to:

CLO 1	Explain the traditional and modern concepts of diverse rights with the time line.
CLO 2	Analyze and understand the constitutional basis and laws relating to civil rights and human rights.
CLO 3	Analyze the judicial framework of Bangladesh both the formal and informal
CLO 4	Understand the Arbitrary power and civil rights
CLO 5	Explain the judicial independence and importance of separation from the Executives
CLO 6	Understand the regulatory administrative system and can explain the structure, nature, scope and functions of different regulatory bodies.
CLO 7	Evaluate the performance of the regulatory bodies with professionalism, efficiency and accountability.
CLO 8	Discuss the application of some basic laws- CrPC 1898, Penal code 1860, Evidence Act 1872.
CLO 9	Explain and evaluate the present situation of rule of law of Bangladesh

SL No.	CONTENT OF COURSE	Hrs	CLOs
1.	Civil Rights: Traditional Concepts- Social Rights and Responsibilities, Religious Sanctions, Social Values and Moral Duties, Modern Concepts, Universal Declarations of Human Rights, Administration of Justice.	6	1 & 2
2.	Constitutional Provisions and Laws Relating to Civil Rights in Bangladesh: Economic, Political and Social Rights, Rights of Women, Children Rights (CRC) and Minority Rights, Legal Aid as a Right, Gender and Rights, Rights relating to Mass Media -Based Development Since Independence.	10	2 & 4
3.	Civil Rights and Judicial System of Bangladesh: Structure of Judicial System in Bangladesh, Judge Court, High Court, Supreme Court and Appellate Division, Informal (Shalish, Fatwa, etc.) Justice or Alternative Disputes Resolution (ADR) and Its Effectiveness.	10	3
4.	Arbitrary Power and Civil Rights: Violations and Legal Activism, Violations as Impediments to Development.	3	4

5.	Judicial Independence: Problems and Prospects of Judicial Independence in Relation to Civil Rights in Bangladesh, Rule of Law and Problems of Its Application and Other Related Issues.	6	5 & 9
6.	Regulatory Administration in Bangladesh: Different Regulatory Bodies: Police, Customs, BSTI Structure, Functions.	6	5 & 6
7.	Assessing the Performance of Regulatory Bodies: Professionalism, Efficiency and Accountability.	3	5 & 6
8.	Relationship of Regulatory Bodies with Other Government Organizations: Vertical and Horizontal.	3	5 & 6
9.	Basic Laws: Crpc 1898, Penal code 1860, Evidence Act 1872	4	1,8 & 9
10.	Rule of Law: Present situation of rule of law of Bangladesh	3	1,2 & 9
11.	Consumer Rights, Mobile Court	2	

References:

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The Code of Criminal Procedure, 1898

The Penal Code, 1860

The Evidence Act, 1872

Mapping of Course Learning Outcomes (CLOs) to Program Learning Outcomes (PLOs)

PLO/CLO	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6
CLO 1						X
CLO 2			X			
CLO 3						X
CLO 4					X	X
CLO 5			X			
CLO 6		X				
CLO 7		X				X
CLO 8		X	X			X
CLO 9						X

Mapping of Course Learning Outcomes (CLOs) with the Teaching-Learning & Assessment Strategy

CLOs	Teaching-Learning Strategy	Assessment Strategy
CLO 1	Lecture and Discussion	Quiz/Class Test
CLO 2	Lecture and Discussion	Assignment
CLO 3	Lecture and Discussion	Mid-Term and Summative
CLO 4	Lecture and Discussion	Quiz/Class Test
CLO 5	Lecture and Discussion	Summative Assessment
CLO 6	Lecture and group Discussion	Mid-Term and Summative
CLO 7	Lecture and Discussion	Term paper and presentation
CLO 8	Lecture and group Discussion	Summative
CLO 9	Lecture and Discussion	Summative
Review		

Governance and Leadership

Course Code: 0413PA223		Contact Hours: 56 direct
Course Title: Governance and Leadership		Credits :4
Course Type: Major		CIE Marks: 40
Level : 2 nd Year 2 nd Semester		SEE Marks: 60
Credit Value: 4 (Four)		Total marks: (40+60) = 100
Pre-requisite (If any): None		Course Teacher: H. M. Khalid Hossain Bhuiyan
Course Summary	This course is designed for intervening in the public, private, and not-for-profit sectors. These issues provide an experiential overview and theoretical introduction to the elements that shape and define leadership in the twenty-first century. This course also deals with a paradigm shift in knowledge and thinking domain about governance, approaching it from the perspective of the individual, defining core values, competencies, behaviors, and methods of leadership Development.	
Objectives	❖ Understand the philosophical premise, conceptual frameworks of public sector governance in global and regional perspectives; ❖ Understand and assess the typological categories of governance models ❖ Understand and assess the typological categories of governance models and understand the applicability in the context of Bangladesh. ❖ Get a conceptual overview of changing dimensions of governance like- e-governance and related applications models and assessment tools of governance. ❖ Develop a theoretical understanding of leadership theories and their applications in real world.	

Course Learning Outcomes:

Course Learning Outcomes: At the end of the Course, the Student will be able to-

CLO 1	Understand the basic concepts and issues of governance
CLO2	Distinguish among different types of governance and leadership
CLO3	Explain the historical evolution of approaches to governance
CLO4	Analyze different schools of governance
CLO5	Relate the consequences of culture, society and the interlinkage of leadership in Bangladesh
CLO6	Identify and explain the key actors of governance in administration in a society
CLO7	Evaluate leadership capabilities in Bangladesh Civil Service
CLO 8	Describe the context based equitable society in Bangladesh
CLO 9	Describe the present status of governance in national and global perspectives.

SL No.	CONTENT OF COURSE	Hrs	CLOs
1.	From government to governance, Perspective of governance, Types of governance (a) Academic perspective (b) Donor Perspective, Civic engagement, Stakeholder engagement.	6	
2.	Typologies of Governance-I Network Governance, Whole of Governance, multi-level governance, Regulatory governance	6	6,9
3.	Theories of Governance-II – Theoretical Framework of governance, Good Governance, Participatory and Inclusive Governance, corporate governance. Economic governance	6	3,4,5
4.	Governance philosophy and framework: Bangladesh perspective: Constitution, Political manifesto of political parties and policy framework, Good enough governance	6	8,9
5.	Debates on governance from public administration	6	9

6.	E-Governance–Concept, Process/modalities, E-governance and service delivery, accountability, Practice and institutional challenges of E-governance.	6	1,2,4,8
7.	Concept of Leadership and, Trait and Personality Approaches: Trait Theory, and Personality Types, Theories and approaches of leadership (360-degree leadership theory, Transactional and Transformational theory)	6	2,3,4
8.	Instrumental Approaches: Skills Approach of Katz, Leadership Style: The Ohio State Studies, The University of Michigan Studies, and Blake and Mouton’s Managerial Grid; Leader-Member Exchange (LMX) Theory, Contingencies Theories: Path-Goal Theory of Robert House, Situational Leadership Theory of Hersey and Blanchard, Fred Fiedler’s Least Preferred Coworker (LPC) Model	7	2,3,4
9.	Leadership in Bangladesh Civil Service and Local Government	7	7,8,9

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Mapping of Course Learning Outcomes (CLOs) to Program Learning Outcomes (PLOs)

PLO/CLO	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6
CLO 1	X					
CLO 2		X	X			
CLO 3			X			
CLO 4			X			
CLO 5				X		
CLO 6					X	
CLO 7					X	
CLO 8					X	
CLO 9						X

Mapping of Course Learning Outcomes (CLOs) with the Teaching-Learning & Assessment Strategy

CLOs	Teaching-Learning Strategy	Assessment Strategy
CLO 1	Lecture and Discussion	Quiz/Class Test
CLO 2	Lecture and Discussion	Assignment
CLO 3	Lecture and Discussion	Mid-Term and Summative
CLO 4	Lecture and Discussion	Quiz/Class Test
CLO 5	Lecture and Discussion	Summative Assessment
CLO 6	Lecture and group Discussion	Mid-Term and Summative
CLO 7	Lecture and Discussion	Term paper and presentation
CLO 8	Lecture and group Discussion	Summative
CLO 9	Lecture and Discussion	Summative
Review		

Gender, Development and Social Equity

Course Code: 0314PA224		Contact Hours: 56 direct
Course Title: Gender, Development and Social Equity		Credits : 4
Course Type: GED		CIE Marks: 40
Level : 2nd Year 2ndSemester		SFE Marks: 60
Credit Value: 4 (Four)		Total marks: (40+60) = 100
Pre-requisite (If any): None		Course Teacher: Dr. Md. Rashidul Islam Sheikh
Course Summary	This course incorporates the basic concepts of gender studies, the chronological development of women, approaches of women development containing the role of society, national and international community in the contemporary World In addition, gender mainstreaming, gender role, gender right and culture is also incorporated.	
Objectives	❖ To provide the students basic issues of gender and development, at the same time they will be enriched on the knowledge of historical background of women development. ❖ Make the students understand the interdependence of gender and culture. ❖ Help them to conceptualize the basic theories of feminism. ❖ Apply the knowledge of women empowerment from multidimensional perspectives. ❖ To facilitate necessary knowledge about role of government, non-governmental and international organizations towards women development. ❖ To facilitate necessary knowledge about human rights of women in national and international levels.	

Course Learning Outcomes:

At the end of the course, the student will be able to-

CLO 1	Understand the basic concepts and issues of gender studies
CLO2	Distinguish among sex and gender, masculine and feminine culture
CLO3	Explain the historical evolution of approaches to women development
CLO4	Analyze critically different schools of feminism
CLO5	Relate the consequences of culture, gender, and social equity
CLO6	Identify and explain the key actors of women empowerment
CLO 7	Evaluate international and national women policy like, CEDAW and National Women Development Policy of Bangladesh
CLO 8	Describe the violence against women as violation of human right in Bangladesh and global context
CLO 9	Discuss the present status of women in national along with global perspectives.
CLO 10	Understand gender budgeting and infer gender budget and development budget.

SL No.	CONTENT OF COURSE	Hrs	CLOs
1.	Basic Concepts of Gender Studies: Gender and Sex, Difference between gender and sex, significance of gender study, Gender study as academic discipline.	6	1, 2
2.	Historical Evolution of Women Development: Primitive time to modern time, British period to Bangladesh periods, Scholars, and contributors of women development: global and Bangladesh Perspectives.	6	3
3.	Feminism: Concept of feminism. Liberal, radical, cultural, Marxist, or socialist and eco feminism.	6	4
4.	Gender and Culture: Elements of gender culture, interdependence role of gender and culture, Masculine, and feminine culture.	6	5
5.	Approaches of Women Development: Critical Analysis of welfare, equity, anti-poverty, efficiency, and empowerment approaches of women development. Phases of WID, WAD, and GAD towards women development.	6	7, 8
6.	Women and Empowerment: Empowerment and women empowerment, meaning, factors, stages, types and approaches of women empowerment, political empowerment, economic empowerment. Women in decision making. Challenges of political participation of women in Bangladesh	4	6, 9
7.	Role of International Organizations Towards Women Development: World conferences on women development, role of UN, role of government and role of NGO towards women development.	6	9

8.	National and International Policy on Gender Development: CEDAW. Five years plan, SDG. National women policy in Bangladesh.	4	7
9.	Women and Human Rights: Is human right preserving women, right? Violence against women, causes of violence, theoretical perspective of violence, government initiatives for combating violence against women.	4	8
10.	Present Status of Women in Bangladesh: Constitutional provisions relating to women development, women in civil service, women in politics, and women in local government, women in environment, education, health, and nutrition.	4	9
11	Gender Budgeting: Gender budget, Gender responsive budgeting, Gender responsive budgeting in Bangladesh, purpose of gender and development budget	4	10

Textbooks

- K.Josi, D., and Echle, C. Eds., (2022). *Substantive Representation of Women in Asian Parliament*. Routledge.
- Mahtab, Nazmunnesa (2005). *Women, Gender and Development Contemporary Issues*. AH Development Publishing House, Dhaka.
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- Visvanathas, N. (1997). *The women, gender, and development reader*. Dhaka: UPL.

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- Childs, S., and Lovenduski, J. (2013). Political Representation. In Georgina Waylen et al. (Eds.). *The Oxford handbook of Gender and Politics*, Oxford University Press.
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- United Nations. (2015). *The world's women 2015: Trends and statistics*. United Nations: New York.
- Women for Women (various years), *Journal of Empowerment*, Women for Women, Dhaka and other international journals.
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Mapping of Course Learning Outcomes (CLOs) to Program Learning Outcomes (PLOs)

PLO/CLO	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6
CLO 1	X					
CLO 2		X				
CLO 3			X			
CLO 4			X			
CLO 5				X		
CLO 6					X	
CLO 7					X	
CLO 8				X		
CLO 9					X	X
CLO 10						X

Mapping of Course Learning Outcomes (CLOs) with the Teaching-Learning & Assessment Strategy

CLOs	Teaching-Learning Strategy	Assessment Strategy
CLO 1	Lecture and Discussion	Quiz/Class Test
CLO 2	Lecture and Discussion	Assignment
CLO 3	Lecture and Discussion	Mid-Term and Summative
CLO 4	Lecture and Discussion	Quiz/Class Test
CLO 5	Lecture and Discussion	Summative Assessment
CLO 6	Lecture and group Discussion	Mid-Term and Summative
CLO 7	Lecture and Discussion	Term paper and presentation
CLO 8	Lecture and group Discussion	Summative
CLO 9	Lecture and Discussion	Summative
CLO 10		
Review		

Globalization and International Relations

Course Code: 0312PA225		Contact Hours: 56 direct
Course Title: Globalization and International Relations		Credits: 4
Course Type: GED		CIE Marks: 40
Level: 2nd Year 2nd Semester		SEE Marks: 60
Credit Value: 4 (Four)		Total marks: (40+60) = 100
Pre-requisite (If any): None		Course Teacher: Md. Zia Uddin
Course Summary	The course is designed to provide rigorous professional graduate education with a strong practical emphasis, to conduct policy-oriented research in international relations, foreign policy, national security, strategic studies and diplomacy; and to serve as both advocate and catalyst for global education by exchanging ideas with like-minded professional schools and create an inclusive community of international relations experts	
Objectives	❖ Express major evolution of world political and economic history and the main actors of globalization that contributed to the changes. ❖ Explain the theoretical aspects, the forces and processes behind globalization. ❖ Highlight the significance and introduce the fundamentals of the Discipline of International Relations to the students. ❖ Evaluate the emerging dynamics of state sovereignty and challenges associated. ❖ Highlight the scope of International Relations as an independent discipline. ❖ Make the undergrads aware of the centrality/significance of theories for studying International relations. ❖ Develop among the students basic understanding of the fundamental theoretical constructs that determine the core of the discipline of international relations. ❖ Provide the students sound grounding in theories of IR that enables them to comprehend the changing international environment in both rational and logical terms. ❖ Enable the students to analyze the foreign policy of a country from different aspects. ❖ Study the foreign policy making process and the role of state and non-state actors in this process in different political systems.	

- ❖ Introduce the students' framework of analysis in the study of foreign policy analysis.
- ❖ Analyze the pertinent foreign policy decisions in a theoretical framework and applying models of foreign policy making.
- ❖ Critically evaluate the global and regional issues that pose challenges to the role of organizations.
- ❖ Review the contributions of the United Nations to address the question of its restructuring as a considerable issue in the 21st century.
- ❖ Explore the effectiveness of International and Regional Organizations for resolving the disputes among the nations.
- ❖ Examine the role of International Organizations for preventing wars and maintaining peace.

Course Learning Outcomes (CLOs):

Upon the successful completion of the course, the students will be able to:

CLO 1	Understand the basic knowledge of international relations and concepts of basic methodologies to interpret international events.
CLO 2	Analyze and evaluate the problems using critical thinking while observing different multi-view political phenomenon.
CLO 3	Demonstrate the major theories, concepts and debates of the discipline and appreciate the strengths and weaknesses of different approaches.
CLO 4	Analyze the emerging developments in International relations with a solid theoretical grounding.
CLO 5	Evaluate the dynamics of IR through an academic lens that contribute to generate calculated policy response options/discourse for the IR practitioners.
CLO 6	Infer historical as well as theoretical perspectives on globalization.
CLO 7	Understand the concepts of trade, finance, and economic development in an economically integrating world.
CLO 8	Interpret the political, economic, cultural, psychological and technological dimensions of globalization in contemporary world politics.
CLO 9	Analyze knowledge of different theories and models of foreign policy for significant foreign policy decisions and their outcomes.
CLO 10	Interpret knowledge and information of different regional organizations and their achievements for bringing closer nations.

SL No.	CONTENT OF COURSE	Hrs	CLOs
1.	Globalization: Concept, Nature, Trends, Democratization, the Community of Democracies, the Concept of World Community and Its Challenges.	6	1,2,
2.	Development of Capitalism: Competitive Economy to Monopoly, Industrial Capital to Finance Capital, Imperialism, World Capitalism, Center-Periphery Relation, World Trade system, Trade Liberalization and GATT, Market economy vs. Protectionism, Uruguay Round and Multinational Company or Mega Corporations, Trade Liberalization and WTO.	8	2
3.	International Relations: Meaning, Nature, Scope, Importance and Approaches.	4	3
4.	International System, State System and Its Corollaries	4	4, 5 & 6
5.	Nationalism, Imperialism, Colonialism and Neo-colonialism, World of Capitalism and Globalization	6	4, 5 & 6
6.	National Power: Forms, Elements and their Impact of National Security; Balance of Power: Bipolarity, Multi-polarity, Uni-polarity, Collective Security and Peaceful Settlement of International Disputes.	6	6 & 8
7.	Foreign Policy: Meaning, Definition, Indications, Foreign Policy of Bangladesh, India & USA.	4	9
8.	Diplomacy: Origin, Functions & Classification of Diplomats, Consuls-Diplomatic and Consular Privileges, The Changing Nature of Diplomacy, Economic Diplomacy: Immunities.	6	7
9.	The Universal International Organizations: The League of Nations; the United Nations and It's Structure, Functions, Achievements and Failures in 21st Century.	6	10
10.	Regional Organizations: SAARC, SAPTA, ASEAN, OIC, BIMSTEC, EEC, OAU, OPEC and APEC.	6	10
11.	New Trends in International Politics: New International Order, International Terrorism, Expansion of NATO and It's Role, Expansion of European Union and Its Role, Role of WTO on International Business.	6	8
12.	Cultural Globalization: Trends, Practices and Impacts	4	10

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Mapping of Course Learning Outcomes (CLOs) to Program Learning Outcomes (PLOs)

PLO/CLO	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6
CLO 1	X		X			
CLO 2		X	X		X	
CLO 3	X	X		X		
CLO 4		X	X		X	
CLO 5		X	X		X	
CLO 6	X					
CLO 7	X	X			X	
CLO 8			X			X
CLO 9				X	X	
CLO 10					X	

Mapping of Course Learning Outcomes (CLOs) with the Teaching-Learning & Assessment Strategy

CLOs	Teaching-Learning Strategy	Assessment Strategy
CLO 1	Lecture and Discussion	Quiz/Class Test
CLO 2	Lecture and Discussion	Assignment
CLO 3	Lecture and Discussion	Mid-Term and Summative
CLO 4	Lecture and Discussion	Quiz/Class Test
CLO 5	Lecture and Discussion	Summative Assessment
CLO 6	Lecture and group Discussion	Mid-Term and Summative
CLO 7	Lecture and Discussion	Term paper and presentation
CLO 8	Lecture and group Discussion	Summative
CLO 9	Lecture and Discussion	Summative
Review		

3rdYear 1stSemester BSS Honours January-June 2025						
Course No.	Course Title	Hours/Week Theory+Lab	Credits	Exam Hour	Full Marks	Types of Course
0413PA311	Introduction to Public Management	56	4	4	100	Major
0413PA312	Land Administration in Bangladesh	56	4	4	100	Major
0413PA313	Basics of Social Research	56	4	4	100	Major
0521PA314	Environment, Disaster and Sustainability	56	4	4	100	GED
0412PA315	Management of Bank and Financial Institutions	56	4	4	100	GED
	Total		20		500	

Introduction to Public Management

Course Code: 0413PA311		Contact Hours: 56 direct
Course Title: Introduction to Public Management		Credits: 4
Course Type: Major		CIE Marks: 40
Level: 3rd Year 1st Semester		SEE Marks: 60
Credit Value: 4 (Four)		Total marks: (40+60) = 100
Pre-requisite (If any): None		Course Teacher: Md. Nahidul Islam
Course Summary	This course examines how contemporary social movements, such as "new public management" and "reinventing government," have had an impact on the fundamental principles and day-to-day operations of public administration during the last few decades. It also provides an in-depth analysis of the difficulties that public organizations and public managers are encountering in today's world, as well as an examination of possibilities that have arisen as a direct result of the emergence of today's most prominent conceptions of public sector management around the globe.	

Objectives	❖ Students will walk away from this course with a solid basic grasp of public organizations, public management, and the difficulties that face modern public managers. ❖ Make students understand the evolution of the field of public administration and public policy and how the New Public Management and Reinventing Government movements have affected public management, spawned counter-movements, and assisted them in examining how public managers use performance measurement and benchmarking to measure and achieve results in the public sector. There will be a specific focus on Bangladesh and on how public managers in Bangladesh manage organizational change, solve problems, and increase agency and team cohesion. ❖ Apply the concepts of the role of government, managing internal and external components, and accountability of public sector organizations, and promote the necessary understanding of the Entrepreneurial Government Model, Result-Based Management (RBM), and Total Quality Management (TQM). ❖ To facilitate the necessary knowledge about related topics of leadership and ethics in public sector policy and administration and the assumptions about organizational behavior that are embedded in the literature on organizational theory from the classics to the present.
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Course Learning Outcomes:

Course Learning Outcomes: At the end of the Course, the Student will be able to-

CLO 1	Understand the basic concepts and issues of public management
CLO2	Describe the classification and source of early administration models and the problems with the traditional model.
CLO3	Explain how the New Public Management (NPM) acts as a "problem-solving paradox" and argue with the most relevant and practical real-world examples.
CLO4	Evaluation of the Entrepreneurial Government Model and 10 Principles of David Osborne and Ted Gaebler
CLO5	Relate the consequences of result-based management (RBM) with public sector management.
CLO6	Identify and explain the key actors in foreign aid in total quality management (TQM) and the quality management model by Edward M. Deming and Philip B. Crosby
CLO 7	Describe the function of the government, paying particular attention to market failure.

CLO 8	Evaluate the typology of public enterprise with special reference to the privatization debate
CLO 9	Analyze Bangladesh's internal and external systems of financial, performance, and personnel management
CLO 10	Analysis the role of accountability mechanisms that play both the corporate and governmental sectors.

SL No.	CONTENT OF COURSE	Hrs	CLOs
1.	Basic Concepts of Public Management: Administration and Management, Is 'Public Management' Different from Public Administration? Public Management as Institution, the Study of the Public Sector, Imperative of Change	4	1
2.	The Traditional Model of Public Administration: Early Administration, The Reforms of the 19 th Century, Weber's Theory of Bureaucracy, Inside the Administrative System, Problems with the Traditional Model.	6	2 & 7
3.	Public Value Management	6	
4.	New Public Management (NPM): The Beginnings of a Management Approach, New Public Management, the Managerial Program, Theoretical Bases of Management.	6	3
5.	Entrepreneurial Government Model: Basic concepts of Entrepreneurial Government Model, 10 principles prescribed by David Osborne and Ted Gaebler, Catalytic Government, and its functions, Community-Owned Government and its features, Competitive Government, Mission-Driven Government, and Result-Oriented Government.	6	4 & 9
6.	Result-Based Management (RBM): Meaning, Objectives of RBM, Process of RBM, Steps of RBM, Application of Result-Based Management	4	5 & 9
7.	The Role of Government: The Public Sector, Need for a Public Sector, Market Failure, Phases of Government Intervention, Basic Functions of Government, Instruments of Government, Size of Government Debate.	6	7, 8 & 9
8.	Public Enterprise: Kinds of Public Enterprise, Characteristics of Public Enterprises, Reasons for Establishing Public Enterprise, Privatization Debate, Control and Accountability, Future of Public Enterprise.	6	8, 9 & 10
9.	Managing Internal Components: Internal Components, Financial Management, Personal Management, and Performance Management	6	9 & 10

10.	Accountability: Accountability in the Private Sector, Accountability in the Public Sector, Political Accountability in the Traditional Model, Bureaucratic Accountability in the Traditional Model, A Managerial Model of Accountability, A Client Focus, Accountable Management, and Problems in the New Model.	6	9 & 10
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Reference

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Ghobadian, A., Gallerar, D., O' Regan, N., & Viney, H. (Eds.), 2004. *Public-Private Partnerships-Policy and Experience*, UK, Palgrave Macmillan.

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Mapping of Course Learning Outcomes (CLOs) to Program Learning Outcomes (PLOs)

PLO/CLO	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6
CLO 1	X					
CLO 2		X				
CLO 3			X	X		
CLO 4				X		
CLO 5					X	
CLO 6					X	
CLO 7					X	X
CLO 8					X	X

CLO 9						X
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Mapping of Course Learning Outcomes (CLOs) with the Teaching-Learning & Assessment Strategy

CLOs	Teaching-Learning Strategy	Assessment Strategy
CLO 1	Lecture and Discussion	Quiz/Class Test
CLO 2	Lecture and Discussion	Assignment
CLO 3	Lecture and Discussion	Mid-Term and Summative
CLO 4	Lecture and Discussion	Quiz/Class Test
CLO 5	Lecture and Discussion	Summative Assessment
CLO 6	Lecture and group Discussion	Mid-Term and Summative
CLO 7	Lecture and Discussion	Term paper and presentation
CLO 8	Lecture and group Discussion	Summative
CLO 9	Lecture and Discussion	Summative
Review		

Land Administration in Bangladesh

Course Code: 0413PA312		Contact Hours: 56 direct
Course Title: Land Administration in Bangladesh		Credits: 4
Course Type: Major		CIE Marks: 40
Level: 3rd Year 1st Semester		SEE Marks: 60
Credit Value: 4 (Four)		Total marks: (40+60) = 100
Pre-requisite (If any): None		Course Teacher: Dr. Masuda Kamal
Course Summary	Land administration is one of the prime functions that an administrator does in Bangladesh Civil Service. Most of the cases filed under jurisprudence in Bangladesh are on land related disputes. The course will focus on the issues like Ownership of land, land survey and settlement, mutation, registration, Acquisition and land rights. This knowledge will help to understand different laws on land, land management procedures, etc.	
Objectives	❖ Develop a way of viewing concept and principles of Land Administration of Bangladesh and explain the growth of it ❖ Analyze complex structure of stakeholders related to land administration ❖ Use knowledge in an employment context of the Land Administration ❖ Apply knowledge and skill to solve land related problems ❖ Demonstrate knowledge about rights of others and improve society of Bangladesh by paying respect to it	

Course Learning Outcomes:

Course Learning Outcomes: At the end of the Course, the Student will be able to-

CLO1	Develop a way of viewing concept, growth and principles of Land \
CLO2	Describe complex structure of stakeholders related to land administration
CLO3	Use knowledge in an employment context land administration
CLO4	Apply knowledge and skill in order to solve land related dispute
CLO5	Demonstrate knowledge about rights of others and improve society of Bangladesh by paying respect to it

SL No.	CONTENT OF COURSE	Hrs	CLOs
1.	Introduction: basic concept of Land and administration	10	1
2.	History of land ownership in this region, India, Pakistan and Bangladesh	5	1
3.	Smart Land administration and management: Citizen corner, E-Mutation, On line LD tax management, SA&T Act 1950, 1955, Tenancy Act Land survey (CS, RS, BS, BDS) and preparation of the record-of-rights	10	2&3
4	Management of Khas Land:	5	1,4&5
5.	Land management and maintenance of the record- of rights	9	4
6.	Registration of land, Acquisition and requisition of land	9	4
6.	Land rights of indigenous people and Right of pre-emption	8	4& 5

Reference

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Mia, S. R. (2011). Land Survey Laws and Regulations, (5th edition) Dhaka, Bangladesh Law Book Company.

Mapping of Course Learning Outcomes (CLOs) to Program Learning Outcomes (PLOs)

PLO/CLO	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6
CLO 1	X					
CLO 2		X	X			
CLO 3			X			
CLO 4			X	X		
CLO 5					X	X

Mapping of Course Learning Outcomes (CLOs) with the Teaching-Learning & Assessment Strategy

CLOs	Teaching-Learning Strategy	Assessment Strategy
CLO 1	Lecture and Discussion	Quiz/Class Test
CLO 2	Lecture and Discussion	Assignment
CLO 3	Lecture and Discussion	Mid-Term and Summative
CLO 4	Lecture and Discussion	Quiz/Class Test
CLO 5	Lecture and Discussion	Summative Assessment
CLO 6	Lecture and group Discussion	Mid-Term and Summative
CLO 7	Lecture and Discussion	Term paper and presentation
CLO 8	Lecture and group Discussion	Summative
CLO 9	Lecture and Discussion	Summative
Review		

Basics of Social Research

Course Code: 0413PA313		Contact Hours: 56 direct
Course Title: Basics of Social Research		Credits: 4
Course Type: Major		CIE Marks: 40
Level: 3rd Year 1st Semester		SEE Marks: 60
Credit Value: 4 (Four)		Total marks: (40+60) = 100
Pre-requisite (If any): None		Course Teacher: Ashiqur Rahman
Course Summary	Research in social sciences is concerned with the systematic investigation, description, and explanation of social phenomena involving human behavior, with the ultimate goal of drawing broad generalizations. When conducting an investigation, social scientists typically follow a specific protocol, which is research technique. This course in social research covers the basics of research process. Therefore, the focus will be placed on qualitative and quantitative research methods, tools and techniques of data collection, process and approaches of sampling. The course also aims to introduce students with data presentation and analysis as well as reporting of research.	

Objectives	❖ Introduce students to the different kinds of social research and the issues they may encounter in their pursuits. ❖ Help students learn the ins and outs of a wide variety of research strategies, instruments, and sampling techniques. ❖ Familiarize students with various methods of data analysis, interpretation, and report writing.
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Course Learning Outcomes (CLOs):

Upon the successful completion of the course, the students will be able to:

CLO 1	Understand the fundamental concepts that researchers need to grasp in order to plan a comprehensive and well-thought-out study.
CLO 2	Select whether a qualitative, quantitative, or mixed-methods design is suitable for their studies.
CLO 3	Relate relevant literature on their research topics and start compiling and writing literature reviews.
CLO 4	Design both qualitative and quantitative research questions and hypothesis.

CLO 5	Select the appropriate research methodology in light of the theoretical framework, research question, and hypotheses.
CLO 6	Apply suitable sampling techniques for qualitative and quantitative studies.
CLO 7	Develop a research proposal.
CLO 8	Analyze and interpret the data and prepare a research report.
CLO9	Apply knowledge about citation, referencing, and avoiding plagiarism.

SL No.	CONTENT OF COURSE	Hrs	CLOs
1.	Introduction to Research: Meaning and Characteristics, Types of Research, Objectives & Significance, the Research Cycle.	4	1
2.	Basic Concepts of Research: Concept, Inductive and Deductive Reasoning, Validity, Operational Definition, Indicators, Model.	6	1
3.	Introduction to Social Research: Defining Social Research, Approaches to Social Research, Utility of Social Research,	6	1,2

	Steps in Social Research.		
4.	Research Design: Important Concepts related to research design (Variable, Research Hypotheses etc.), Typical Steps in Designing Social Research, Format of a Research Proposal: Special Significance of Literature Review.	6	2,3,4
5.	Methods in Social Research: Quantitative and Qualitative Methods- Survey method, Content Analysis, Descriptive method, Historical Method, Discourse Analysis, Case Study Method, Focus Group Discussion, Focused Synthesis, Scenario Building.	8	5
6.	Qualitative Tools and techniques.	7	6
7.	Sample Design: Determination of Sample Size, Techniques of Sampling. Population, Sampling types.	7	6
8.	Research Reporting: Typical Format and Techniques of writing a research report.	6	8
9.	Basic in Literature Referencing.	6	9

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Mapping of Course Learning Outcomes (CLOs) to Program Learning Outcomes (PLOs)

PLO/CLO	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6
CLO 1	X					
CLO 2		X	X			
CLO 3			X			
CLO 4			X	X		
CLO 5					X	X
CLO 6	X					
CLO 7		X	X			
CLO 8			X			
CLO 9					X	X

Mapping of Course Learning Outcomes (CLOs) with the Teaching-Learning & Assessment Strategy

CLOs	Teaching-Learning Strategy	Assessment Strategy
CLO 1	Lecture and Discussion	Quiz/Class Test
CLO 2	Lecture and Discussion	Assignment
CLO 3	Lecture and Discussion	Mid-Term and Summative
CLO 4	Lecture and Discussion	Quiz/Class Test
CLO 5	Lecture and Discussion	Summative Assessment
CLO 6	Lecture and group Discussion	Mid-Term and Summative
CLO 7	Lecture and Discussion	Term paper and presentation
CLO 8	Lecture and group Discussion	Summative
CLO 9	Lecture and Discussion	Summative
Review		

Environment, Disaster and Sustainability

Course Code: 0521PA314		Contact Hours: 56 direct
Course Title: Environment, Disaster and Sustainability		Credits: 4
Course Type: GED		CIE Marks: 40
Level: 3rd Year 1st Semester		SEE Marks: 60
Credit Value: 4 (Four)		Total marks: (40+60) = 100
Pre-requisite (If any): None		Course Teacher: Dr. Md. Ruhul Amin
Course Summary	The course is intended for students with a focus on environmental policy, including its formulation and administration in the context of Bangladesh. It also includes major national environmental legislation and their implementation, as well as highlighted state, local and international level environmental policies and issues.	
Objectives	❖ to provide students with required knowledge and perspectives of environment and disaster management in Bangladesh. ❖ to introduce students with environment and sustainable development concepts, issues and perspectives over community and society; ❖ to provide knowledge and expertise on processes, systems, risks and audits of environment management.	

Course Learning Outcomes:

Course Learning Outcomes: At the end of the Course, the Student will be able to-

CLO 1	Understand and describe the issues, concepts, and discourse of environment, ecology, sustainable development and disaster management in Bangladesh
CLO 2	Understand and explain the environmental pollution, threats of climate change and food security and their controls mechanism for sustainable development.
CLO 3	Apply and analyze the laws, policy instruments and issues of environment management administration in Bangladesh
CLO 4	Select and evaluate the issues and diversity of disasters and its management, role of NGOs and civil society in disaster management in Bangladesh
CLO 5	Compare and analyze the role of international and regional environmental organizations and environmental conferences.

SL No.	CONTENT OF COURSE	Hrs	CLOs
1.	Environment and Development: Meaning Components, Importance of Environment	5	1,2&3
2.	Sustainable Development: Evolution of Environmentalism, Emergence, Meaning and Features of Sustainable Development. Ecology: Meaning, Types, Components	7	1&2
3.	Policy Instruments for Pollution Control: Environmental Issues in Bangladesh and their Solutions Environmental Threat: Climate Change, Food security.	5	2&3
4.	Environmental Laws and Management in Bangladesh: Policies, Plan and Programs of Government of Environment and Governmental Institutions on Environment NGOs on Environment: Structure, Functions and Role of Environmental NGOs.	8	1&3
5.	International and Regional Environmental Organization: Role of Different International and Regional Environmental Organizations (UN, World Bank, SAARC, SACEP, ASEAN and so on) Environmental Conferences: Stockholm Conference 1972, Rio Conference 1992 and Johannesburg Conference	12	1,3&5
6.	Disaster Management Concept: Natural Hazards, Human induced Hazards, Industrial Hazards, Distinction between Hazard and Disaster, Hazard Disaster, Hazard Vulnerability. Environment Pollution. Fundamental of Disaster Management: General principles of Management, Conceptual Framework of Disaster Management, Basic Concepts of Preparedness, Rescue, Relief, Rehabilitation and Reconstruction, Inclusive approach to Disaster Management.	12	1,2&4
7.	Community Based Approaches to disaster Management	5	1,3&4
8.	Institutional arrangement of Bangladesh for Disaster management, Delta plan.	2	3 & 4

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Mapping of Course Learning Outcomes (CLOs) to Program Learning Outcomes (PLOs)

PLO/CLO	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6
CLO 1	X					
CLO 2		X	X			
CLO 3			X			
CLO 4			X	X		
CLO 5					X	X

Mapping of Course Learning Outcomes (CLOs) with the Teaching-Learning & Assessment Strategy

CLOs	Teaching-Learning Strategy	Assessment Strategy
CLO 1	Lecture and Discussion	Quiz/Class Test
CLO 2	Lecture and Discussion	Assignment
CLO 3	Lecture and Discussion	Mid-Term and Summative
CLO 4	Lecture and Discussion	Quiz/Class Test
CLO 5	Lecture and Discussion	Summative Assessment
CLO 6	Lecture and group Discussion	Mid-Term and Summative
CLO 7	Lecture and Discussion	Term paper and presentation
CLO 8	Lecture and group Discussion	Summative
CLO 9	Lecture and Discussion	Summative
Review		

Management of Bank and Financial Institutions

Course Code: 0412PA315		Contact Hours: 56 direct
Course Title: Management of Bank and Financial Institutions		Credits: 4
Course Type: GED		CIE Marks: 40
Level: 3rd Year 1st Semester		SEE Marks: 60
Credit Value: 4 (Four)		Total marks: (40+60) = 100
Pre-requisite (If any): None		Course Teacher: Md. Zia Uddin
Course Summary	It is an area that is experiencing rapid growth and it entails many and various perspectives and views of factors that are involved, how they are conducted and their uses. As a consequence of global financial crisis, regulators and financial industry leaders agree on the need for a comprehensive management reform in the financial field. Even though solutions may differ, most agree that the lack of an appropriate risk management system was one of the key factors in causing the financial crisis.	
Objectives	❖ Focuses on making the students familiar with the concepts and issues relating to banking and financial institutions and their interaction. ❖ Covers conception such as financial instruments and interest-rate determination; the structure and operations of banks and financial institutions; the operational, tools and policies of central banks; money and inflation. ❖ Students will understand the primary actors in the money- and the financial markets, the operations and the goals of these actors, the various types of financial instruments and how they differ, the role of interest rates in the economy and how interest rates are determined. ❖ Student will also know the fundamentals of monetary policy and its application	

Course Learning Outcomes:

At the end of the Course, the Student will be able to-

CLO1	Define many roles and responsibilities of financial services in the economy
CLO2	Understand the different types of organizations used in the banking and financial service industries and the competition that is involved.
CLO3	Analyze varying tools applied to the financial statements used by bank management.
CLO4	Apply the concept of liquidity and methods to stay on top cash needs
CLO5	Understand the management of pricing of deposit services and non-deposit liabilities
CLO6	Select different type international institutions and the services they provide.

SL No.	CONTENT OF COURSE	Hrs	CLOs
1.	Evolutions of Banking Institutions	6	1
2.	Classification of Banks: Commercial Banks-Investment or Industrial Banks-Exchange Banks- Co-Operative Banks-Land Mortgage Banks-Savings Banks-Central Banks-Deposit Banking versus Mixed Banking.	6	2&6
3.	Banking Structure: Introduction-Group Banking and Chain Banking, Unit Banking and Branch Banking; Investment Banking and Mixed Banking; Islamic Banking, Merchant Banking-Banking Structure in Bangladesh-Development, Commercial and Specialized Banks.	6	6
4.	Functions of Commercial Banks: Current Deposits-Savings Deposits-Fixed Deposits-Agency service-General ability service-Overseas trading services-Information and other services-Bank and Economic Development.	6	5&6

5.	Central Banking Theory: Characteristics of a Central Bank, nature of a Central Bank, Corporation between Central Banking and Commercial Banking, Growth of Central Banking, Functions of a Central Bank, the Universal Necessity of Central Bank.	6	2
6.	Credit Management Policies and Clearing House System: Demand deposit as money-Primary and derivative deposits-The process of multiple credit expansion: Monopoly Bank, The Banking system as whole-Practical limits of deposit expansion. Do Banks really create credits? Recent theoretical development. Credit policy-Credit Analysis-Distressed Loans-Pricing of Bank Loan-Deposit and other services.	7	3,5&6
7.	Management of Bank Portfolio: Investment Analysis-Fund Management-Banks profitability analysis-Competition among Banks.	6	3
8.	Instruments of Credit Control: Tasks of credit control, Methods of credit control-Bank rate policy-Open market operations-Variable reserve ratios-Selective credit control.	6	4
9.	Insurance Contracts: Essentials-Principles-Insurance and wagering-Insurance Contingencies-Reinsurance-Types of reinsurance-Application of reinsurance to various branches of insurance-Brief history of insurance business-Development of insurance in Bangladesh-Contribution of insurance to national development-Causes of nationalization-Privatization of insurance companies-Formation of contract-Agent-Agency-Law of contract	7	4

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Mapping of Course Learning Outcomes (CLOs) to Program Learning Outcomes (PLOs)

PLO/CLO	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6
CLO 1	X					
CLO 2		X	X			
CLO 3			X			
CLO 4			X	X		
CLO 5					X	X
CLO 6						X

Mapping of Course Learning Outcomes (CLOs) with the Teaching-Learning & Assessment Strategy

CLOs	Teaching-Learning Strategy	Assessment Strategy
CLO 1	Lecture and Discussion	Quiz/Class Test
CLO 2	Lecture and Discussion	Assignment
CLO 3	Lecture and Discussion	Mid-Term and Summative
CLO 4	Lecture and Discussion	Quiz/Class Test
CLO 5	Lecture and Discussion	Summative Assessment
CLO 6	Lecture and group Discussion	Mid-Term and Summative
CLO 7	Lecture and Discussion	Term paper and presentation
CLO 8	Lecture and group Discussion	Summative
CLO 9	Lecture and Discussion	Summative
Review		

3rdYear 2ndSemester BSS Honours July-December 2025						
Course No.	Course Title	Hours/Week Theory+Lab	Credits	Exam Hour	Full Marks	Types of Course
0413PA321	Organizational Behaviour	56	4	4	100	Major
0413PA322	Strategic and Performance Management	56	4	4	100	Major
0413PA323	Migration and Development	56	4	4	100	Major
0413PA324	Project Management	56	4	4	100	Major
0312PA325	Qualitative Research in Social Science	56	4	4	100	Major
	Viva-Voce	-	2		50	
	Total		22		550	

Organizational Behaviour

Course Code: 0413PA321	Contact Hours: 56 direct
Course Title: Organizational Behaviour	Credits: 4
Course Type: Major	CIE Marks: 40
Level: 3rd Year 2nd Semester	SEE Marks: 60
Credit Value: 4 (Four)	Total marks: (40+60) = 100
Pre-requisite (If any): None	Course Teacher: Dr. MasudaKamal
Course Summary	This course studies the influence and impact that individuals, groups, and organizational structure have on behavior within organization for the purpose of applying such knowledge toward improving an organization's effectiveness. In the modern world, it is an essential tool for managing effective teams and it helps to understand and predict human behavior in an organization. It also studies on how organizations can be structures more accurately, and how several events in their outside situations effect organizations. Therefore, how to handle a new workforce, and cope with the challenges of the new environment, the employers need to deliver their message about behaviour and attitude of groups, and individuals in corporation.
Objectives	❖ This course will provide the students with a comprehensive knowledge on organizational behaviour by focusing on all its four key aspects: individual and group behaviour, structure and process of organization. ❖ Students will gain both theoretical knowledge and practical skills to deal with the pertinent issues of organization including: motivation, communication, conflict resolution, decision making, team building, and group dynamics.

Course Learning Outcomes:

At the end of the course, the student will be able to-

CLO1	Analyze individual and group behaviour, and understand the implications of organizational behaviour on the process of management.
CLO2	Analyze management issues as related to organizational behaviour
CLO3	Identify different motivational theories and evaluate motivational strategies used in a variety of organizational settings
CLO4	Evaluate ethical issues as related to organizational behaviour
CLO5	Evaluate the appropriateness of various leadership styles and conflict management strategies used in organizations
CLO6	Describe and assess the basic design elements of organizational structure and evaluate their impact on employees
CLO7	Explain how organizational change and culture affect working relationships within organizations

SL No.	CONTENT OF COURSE	Hrs	CLOs
1.	Introducing Organizational Behaviour: Meaning, Importance, Elements, and Forces of Organizational Behaviour.	8	1
2.	Organizational Behaviour: Approaches to Understanding Behaviour in Organizations, Models of Organizational Behaviour.	9	1&2
3.	Individual and Group Behaviour: Definition, Characteristics, Types of Group, Formal and Informal Group, Stages of Group Development, Group Cohesiveness, Group Dynamics, Group Decision Making, Team Types, and Characteristics of Effective Team.	9	4&5
4.	Personality and Values: Meaning, Components, Types and Theories, Organizational Learning, Perception.	6	5
5.	Employee Attitude and Job Satisfaction: Nature, Elements and Factors Influencing the Attitude and Behavior of Members, Effects of Employee Attitudes.	6	3
6.	Organizational Culture: Culture-Types and Characteristics, Creating and Sustaining Culture, How employees Learn Culture, Culture as a Liability.	6	6
7.	Organizational Change and Development: Meaning, Forces for Change, Resistance to Change, Management of Change in Organizations; Organizational Development Techniques and Process.	6	6
8.	Stress Management and Counseling: Stress-	6	6&7
	Meaning, Causes, Approaches to Stress Management; Counseling- Meaning, Types, Approaches to Counseling.		
9.	Organizational Conflicts: Types, Causes and Resolutions. Competition, Negotiation, Integration, Interpersonal behavior.	6	7
	Organizational Communication, Ethical Organizational Culture.		

Reference

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Mapping of Course Learning Outcomes (CLOs) to Program Learning Outcomes (PLOs)

PLO/CLO	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6
CLO 1	X					
CLO 2		X	X			
CLO 3			X			
CLO 4			X	X		
CLO 5					X	X
CLO 6					X	
CLO 7					X	X

Mapping of Course Learning Outcomes (CLOs) with the Teaching-Learning & Assessment Strategy

CLOs	Teaching-Learning Strategy	Assessment Strategy
CLO 1	Lecture and Discussion	Quiz/Class Test
CLO 2	Lecture and Discussion	Assignment
CLO 3	Lecture and Discussion	Mid-Term and Summative
CLO 4	Lecture and Discussion	Quiz/Class Test
CLO 5	Lecture and Discussion	Summative Assessment
CLO 6	Lecture and group Discussion	Mid-Term and Summative
CLO 7	Lecture and Discussion	Term paper and presentation
CLO 8	Lecture and group Discussion	Summative
CLO 9	Lecture and Discussion	Summative
Review		

Strategic and Performance Management

Course Code: 0413PA322	Contact Hours: 56 direct
Course Title: Strategic and Performance Management	Credits :4
Course Type: Major	CIE Marks: 40
Level: 3 rd Year 2 nd Semester	SEE Marks: 60
Credit Value: 4 (Four)	Total Marks: (40+60) = 100
Pre-requisite (If any): None	Course Teacher: H. M. Khalid Hossain Bhuiyan
Course Summary	The course will help students understanding the key concepts and approaches of performance management and its importance in public sector. It will familiarize the students with the techniques of designing performance management system in public sector organizations. In addition to this, the course will shed light on the current practices of performance management in the public sector of Bangladesh as well as on the best practices of public sector performance management systems elsewhere. Challenges in introducing performance management typically faced by the public-sector managers will also be highlighted in the course.
Objectives	❖ provide a clear understanding about the concept of performance management ❖ develop a deeper insight about the various approaches to performance management system ❖ gain relevant knowledge and skills to devise performance management system in an organization

Course Learning Outcomes:

At the end of the course, the student will be able to-

CLO 1	Memorize knowledge of the field of strategic management and the main perspectives within this field
CLO2	Develop knowledge of perspectives, frameworks and concepts within strategic thinking as well as companies' mission, vision and corporate social responsibility.
CLO3	Develop knowledge of perspectives, frameworks and concepts within businesslevel strategy, corporate level strategy, and network level strategy.
CLO4	Analyze knowledge of perspectives, frameworks and concepts within strategy formation, strategic change, and strategic innovation.
CLO5	Evaluate knowledge of perspectives on the industrial, organizational and international context in which strategic management is carried out.

CLO6	Identify and explain the performance management system in Bangladesh Civil Service
CLO7	Evaluate performance management systems in different civil service around the world
CLO 8	Describe the context based strategic management
CLO 9	Describe the present status of performance management practices in national and global perspectives.

SL No.	CONTENT OF COURSE	Hrs	CLOs
1.	Performance Management: Concept, definition and importance: Historical Background, what is Performance? What is Public Performance? How Performance Management is Different from Other Related Concepts, what is Public Performance Management? Why Public Performance Management?	8	1,2,3
2.	Process of Performance Management: Performance Management as a Process of Management; Performance Management Cycle, Strategic Planning, Models of Strategic Planning, SWOT analysis of Bangladesh Public Administration.	8	4,5
3.	Models/Approaches of Performance Management: Management by Objectives (MBO), Balanced Scorecard (BSC), Logic Model, Performance Agreements for Individuals, Total Quality Management (TQM), Six Sigma Method. BPR, TQMEX Model	7	2,3,5
4.	Implementation Strategies: Role of Managers: Top Managers, Line Managers, the Role of Employees, the Role of HR.	6	3,4
5.	Challenges in implementing Performance Management: Difficulties in identifying performance goals, Performance Indicators, Organizational/Behavioral and technical challenges in implementing performance management in organizations.	9	7,8
6.	Practices of Performance Management in Bangladesh: Individual Performance Appraisal: Annual Confidential Report/Annual Performance Report, Annual Performance Agreement, Performance Based Compensation, Annual Organizational Performance Report, Governmental Performance and the Parliament. Practices of performance management in different level.	8	8
7.	Best Practices of Performance Management: Performance Management in Korea, Singapore, Performance Based Budgeting in Malaysia.	10	9

Reference

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Mapping of Course Learning Outcomes (CLOs) to Program Learning Outcomes (PLOs)

PLO/CLO	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6
CLO 1	X					
CLO 2		X	X			
CLO 3			X			
CLO 4			X	X		
CLO 5					X	X
CLO 6						
CLO 7					X	
CLO 8					X	X
CLO 9						X

Mapping of Course Learning Outcomes (CLOs) with the Teaching-Learning & Assessment Strategy

CLOs	Teaching-Learning Strategy	Assessment Strategy
CLO 1	Lecture and Discussion	Quiz/Class Test
CLO 2	Lecture and Discussion	Assignment
CLO 3	Lecture and Discussion	Mid-Term and Summative
CLO 4	Lecture and Discussion	Quiz/Class Test
CLO 5	Lecture and Discussion	Summative Assessment
CLO 6	Lecture and group Discussion	Mid-Term and Summative
CLO 7	Lecture and Discussion	Term paper and presentation
CLO 8	Lecture and group Discussion	Summative
CLO 9	Lecture and Discussion	Summative
Review		

Migration and Development

Course Code: 0413PA323		Contact Hours: 56 direct
Course Title: Migration and Development		Credits: 4
Course Type: Major		CIE Marks: 40
Level: 3rd Year 2nd Semester		SEE Marks: 60
Credit Value: 4 (Four)		Total marks: (40+60) = 100
Pre-requisite (If any): None		Course Teacher: Dr. Jannatul Ferdous
Course Summary	The course will investigate the links between development and migration introducing discussions on migration's reasons, behaviors, policies and regimes. It addresses how different types of migration are understood, as well as how development and migration theories might explain international migration dynamics, with a focus on the developing world. Migration may provide a sustained contribution to development. Accordingly, in order to transform present migratory patterns into forces for sustainable development, a comprehensive knowledge of the nexus is essential. Therefore, how do sustainable development and migration relate to one another? How can governments include migration within their development strategies?	
Objectives	❖ Provide the students' knowledge on the migration main issues and debates and the main approaches to the migration studies. ❖ Make student aware to focus on the development which influenced by the migration processes. ❖ Demonstrate multidimensional approach to emphasize social and cultural aspects of migration and development.	

Course Learning Outcomes:

Course Learning Outcomes: At the end of the Course, the Student will be able to-

CLO 1	Demonstrate migration theories and explain the interaction between migration and Development
CLO2	Analyze how the interaction between migration and development can be translated into effective policies
CLO3	Apply how to mainstream migration into development planning.
CLO4	Understand local, international, and internal immigration dynamics, particularly how migration impacts and is impacted by advancements in the global south.
CLO5	Analyze the real and theoretical links between development and migration, with a focus on the developing world.
CLO6	Analyze the world's complex migration situation

SL No.	CONTENT OF COURSE	Hrs	CLOs
1.	Introduction: Understanding the migration, theories of Migration.	6	1& 2
2.	Migration and development: Patterns of internal and transnational migration, drivers, forms of migration, identifying the migration and development linkage.	6	1
3.	The migration—sustainable development nexus: Migration and the 2030 agenda, migration as a consequence of sustainable development, migration as an intrinsic part of sustainable development.	8	2
4.	Migration policy: Regularization of migrant flows, rights of migrants, migration policy, comparative analysis.	6	2, 3 & 4
5.	Mainstreaming migration into development planning: good practices, consider your own experiences.	6	3
6.	Migration Governance: The forced-voluntary migration nexus, migration governance, and the relationship between different understandings and perspectives of migration and development.	6	4& 5
7.	Migrant entrepreneurship, remittances, and diaspora engagement: Assessing the impact of remittances, harnessing entrepreneurship of migrants, consulting diaspora organizations.	6	4, 5& 6
8.	Labor Migration and the changing nature of work and employment, global transformations and precarious employment.	6	2, 4 & 6
9.	Migration and new challenges for Asia and the future of migration.	6	6

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Mapping of Course Learning Outcomes (CLOs) to Program Learning Outcomes (PLOs)

PLO/CLO	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6
CLO 1	X					
CLO 2		X	X			
CLO 3			X			
CLO 4			X	X		
CLO 5					X	X
CLO 6						X

Mapping of Course Learning Outcomes (CLOs) with the Teaching-Learning & Assessment Strategy

CLOs	Teaching-Learning Strategy	Assessment Strategy
CLO 1	Lecture and Discussion	Quiz/Class Test
CLO 2	Lecture and Discussion	Assignment
CLO 3	Lecture and Discussion	Mid-Term and Summative
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CLO 5	Lecture and Discussion	Summative Assessment
CLO 6	Lecture and group Discussion	Mid-Term and Summative
CLO 7	Lecture and Discussion	Term paper and presentation
CLO 8	Lecture and group Discussion	Summative
CLO 9	Lecture and Discussion	Summative
Review		

Project Management

Course Code: 0413PA324		Contact Hours: 56 direct
Course Title: Project Management		Credits: 4
Course Type: Major		CIE Marks: 40
Level: 3rd Year 2nd Semester		SEE Marks: 60
Credit Value: 4 (Four)		Total marks: (40+60) = 100
Pre-requisite (If any): None		Course Teacher: Dr. Md. Ruhul Amin
Course Summary	This course presents a thorough and systematic coverage of Project management theory and practice. It focuses on the basic roles, skills and functions of Project management, with special attention to managerial responsibility for effective and efficient achievement of goals. Special attention is given to social responsibility, managerial ethics, and the importance of multi-national organizations.	
Objectives	❖ To provide an overview of the Project management function and its role in the organizations and society. ❖ To make students understanding on basic functions of Project management, their component activities and their interrelationships. ❖ Comprehending and critically evaluating the alternative schools of thought, or philosophies about the field of management. ❖ To make students competent with knowledge and understanding of major theories and concepts in the field of Project Management. ❖ To make the students able to learn and apply the key Project management concepts; and theories to actual problems and cases.	

Course Learning Outcomes:

Course Learning Outcomes: At the end of the Course, the Student will be able to-

CLO1	Demonstrate acquisition of the knowledge and skills of project planning and project management.
CLO2	Indicate the importance of both socio-cultural and technical issues in the successful management of a project.
CLO3	Describe models and methods to lead; carry out; document and evaluate project.
CLO4	Formulate and present a practicable project idea.
CLO5	Apply modern project management techniques and tools within a professional area of expertise.

SL No.	CONTENT OF COURSE	Hrs	CLOs
1.	Project: Concepts, Characteristics, Classification, Project, program and System, project life cycle, Environment. Project financing. Project Management: Concepts, Emergence and Growth, roles and responsibilities of Project Manager. Challenges of project management. Project termination.	12	1&2
2.	Project Planning: Concepts, Needs, Planning Process, feasibility Analysis, Network Analysis- PERT, CPM, Gannt chart, Cost-benefit Analysis, Input-Output Analysis, Project Proposal.	6	1,2&3
3.	Project Formulation: Stages of Project Formulation- Identification, Technical, Economic, Financial Analysis.	5	1&4
4.	Project implementation: Initiating the project, specifying and scheduling, clarifying authority, responsibility, obtaining resources, project termination. Project award.	7	1,2&3
5.	Project Organization: System View, Types, Structure, Project Authority, Team Building Leadership, Time Management, Conflict Management.	6	3&5
6.	Project Control: Concepts of Control System, Tools and Techniques of Project Monitoring, Management Information System, Work Breakdown Structure, Line and Balance Bar Chart. Project Appraisal: Tools of project appraisal, Techniques of international agencies. Project evolution.	14	1,2&4
7.	Managing Projects in Bangladesh: Types of Projects in Bangladesh, Key process, Procedures, Institutions, critical factors affecting project planning and management.	6	1,4&5

Textbooks

Chapman, C. and Ward, S. (2003) *Project Risk Management: Processes, Techniques and Insights* (2nd edn), Chichester, John Wiley and Sons.

Chicken, J.C. (1994) *Managing Risks and Decisions in Major Projects*, London, Chapman and Hall.

Dawson, C. (2000) 'Managing the project lifecycle' in Chapter 23, Turner and Simister (eds),

Edwards, P.J. and Bowen, P.A. (2005) *Risk Management in Project Organisations*, Oxford, Elsevier.

Howell, G.A., Laufer, A., & Ballard, G. (1993). Uncertainty and project objectives. *Project Appraisal*, 8(1), 37-43.

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- Laufer, A., Little, T., Russell, J., & Maas, B. (2018). *Becoming a project leader: Blending planning, agility, resilience, and collaboration to deliver successful projects*. Palgrave Macmillan.
- Lewis, James (1998). *Mastering Project Management*. New York: McGraw-Hill.

Reference Books

- Cooper, D. G., Edgett, D. J., & Kleinschmidt, D. J. (2000). New Problems, New Solutions: Making Portfolio Management More Effective. *Research Technology Management*, 43(2).
- Engel, K. (2017). “Project Planning for Transmission Line Design.” PowerPoint presentation for class in Technical Project Management, University of Wisconsin-Madison.
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- Turner, J.R. (1999) *The Handbook of Project-based Management* (2nd edn), Maidenhead, McGraw-Hill.
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- Weiss, J.W. and Wysocki, R. (1994) *5-phase Project Management: A Practical Planning and Implementation Guide*, Reading, MA, Addison-Wesley.

Mapping of Course Learning Outcomes (CLOs) to Program Learning Outcomes (PLOs)

PLO/CLO	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6
CLO 1	X					
CLO 2		X	X			
CLO 3			X			
CLO 4			X	X		
CLO 5					X	X

Mapping of Course Learning Outcomes (CLOs) with the Teaching-Learning & Assessment Strategy

CLOs	Teaching-Learning Strategy	Assessment Strategy
CLO 1	Lecture and Discussion	Quiz/Class Test
CLO 2	Lecture and Discussion	Assignment
CLO 3	Lecture and Discussion	Mid-Term and Summative
CLO 4	Lecture and Discussion	Quiz/Class Test
CLO 5	Lecture and Discussion	Summative Assessment
Review		

Qualitative Research in Social Science

Course Code: 0413PA325		Contact Hours: 56 direct
Course Title: Qualitative Research in Social Science		Credits: 4
Course Type: Major		CIE Marks: 40
Level: 3rd Year 2nd Semester		SEE Marks: 60
Credit Value: 4 (Four)		Total marks: (40+60) = 100
Pre-requisite (If any): None		Course Teacher: Ashiqur Rahman
Course Summary	Qualitative research is conducted with the goal of better comprehending human experiences, perceptions, motives, intentions, and behavior applying description and observation, as well as a naturalistic interpretive strategy. This course focuses on qualitative research methods, which are more successful than their quantitative counterparts at answering the "why" and "how" questions about human behavior, opinion, and experience. It will also go into depth on qualitative research's data gathering, description, analysis, and interpretation. Therefore, it also dive deep into quality standards, best practices, ethical issues, methodological writing, and the synthesis of many research methods.	
Objectives	❖ Equip students with multiple methodological and analytical skills to conduct qualitative research in the broader field of social science. ❖ Provide a detailed overview of basic approaches to qualitative research and methods of data collection. ❖ Able to use the work they produce to future their career.	

Course Learning Outcomes:

At the end of the course, the student will be able to-

CLO1	Understand the nature, characteristics and approaches of qualitative research.
CLO2	Understand underlying philosophical assumptions that underpin qualitative research.
CLO3	Design research topics and questions for qualitative studies.
CLO4	Design a research approach that appropriately and ethically address a research objective.
CLO5	Choose relevant data collection methods and sampling techniques for qualitative research.
CLO6	Apply ethical issues in Qualitative research
CLO7	Select and apply appropriate methods, techniques and tools for the management of rich and complex qualitative data.
CLO8	Use a software for data analysis and interpretation.
CLO9	Defend the findings of qualitative research in a formal academic setting.

SL No.	CONTENT OF COURSE	Hrs	CLOs
1.	Introduction to Qualitative Research: Meaning, Nature and Characteristics of Qualitative Research, Importance of Qualitative Research.	4	1
2.	Philosophy of Qualitative Research: Epistemology, Ontology, Rationalism, Empiricism, Positivism and Constructivism.	6	2
3.	Qualitative Approaches to Inquiry: Narrative Research, Phenomenological Research, Grounded Theory Research, Ethnographic Research, Case Study Research.	8	1,4
4.	Searching Research Topics & Formulating Qualitative Questions.	4	3
5.	Data Collection Methods in Qualitative Studies: Observation, Interview, Focus Group Discussion.	8	5
6.	Recruiting Participants for Qualitative study, Sampling in Qualitative Research, Saturation: How much data to collect ?	4	5
7.	Ethics in Qualitative Research	4	6
8.	Approaches to Review and Synthesis of Qualitative Research/ Evidence Synthesis, Triangulation of Qualitative Data.	6	7
9.	Techniques of Interpreting, Analyzing, & Reporting Qualitative Data/ Information, Qualitative Data Analysis with a Software.	8	7,8
10.	Practicum Work: A Small-Scale Qualitative Study will be Attempted by Each Student on a Topic Chosen by Him/ Her and Approved by the Course Teacher with the Aim of Developing Practical Understanding & Experience of Research.	4	9

Reference

Bodgen, R. & Taylor, S. (2006). *Introduction to Qualitative Research*. New York: Wiley.

Creswell, J.W. (2009). *Research Design: Qualitative, Quantitative and Mixed Methods Approaches*. California, New Delhi, London, Singapore: Sage Publications Inc

Flick, U. (2014). *An Introduction to Qualitative Research*, London, California, New Delhi: Sage Publications Limited.

Islam, M. R. and Faruque, C.J.(2017). *Qualitative Research: Tools and Techniques*. Dhaka: AHDPH.

Salahuddin, A. (2012). *Essentials of Social Research*. Dhaka: Osder Publications.

Stewart, D. W. & Shamdasani, P. N. (1990). *Focus Groups: Theory and Practice*. Newbury Park, CA, Sage Publications.

Wiling, C.2010. *Introducing Qualitative Research in Psychology*, New Delhi: TataMcGraw Hill Education Private Limited.

Mapping of Course Learning Outcomes (CLOs) to Program Learning Outcomes (PLOs)

PLO/CLO	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6
CLO 1	X					
CLO 2		X	X			
CLO 3			X			
CLO 4			X	X		
CLO 5				X		
CLO 6				X		
CLO 7				X	X	
CLO 8					X	
CLO 9					X	X

Mapping of Course Learning Outcomes (CLOs) with the Teaching-Learning & Assessment Strategy

CLOs	Teaching-Learning Strategy	Assessment Strategy
CLO 1	Lecture and Discussion	Quiz/Class Test
CLO 2	Lecture and Discussion	Assignment
CLO 3	Lecture and Discussion	Mid-Term and Summative
CLO 4	Lecture and Discussion	Quiz/Class Test
CLO 5	Lecture and Discussion	Summative Assessment
CLO 6	Lecture and group Discussion	Mid-Term and Summative
CLO 7	Lecture and Discussion	Term paper and presentation
CLO 8	Lecture and group Discussion	Summative
CLO 9	Lecture and Discussion	Summative
Review		

4thYear 1stSemester BSS Honours January-June 2026						
Course No.	Course Title	Hours/Week Theory+Lab	Credits	Exam Hour	Full Marks	Types of Course
0413PA411	Comparative Public Administration	56	4	4	100	Major
0413PA412	Introduction to Public Policy	56	4	4	100	Major
0413PA413	Ethics and Professionalism in Public Administration	56	4	4	100	Major
0413PA414	Emergency and Security Management	56	4	4	100	Major
0611PA415	Quantitative Research in Public Administration	56	4	4	100	Major
	Total		20		500	

Comparative Public Administration

Course Code: 0413PA411		Contact Hours: 56 direct
Course Title: Comparative Public Administration		Credits: 4
Course Type: Major		CIE Marks: 40
Level: 4th Year 1st Semester		SEE Marks: 60
Credit Value: 4 (Four)		Total marks: (40+60) = 100
Pre-requisite (If any): None		Course Teacher: Dr. Mohammad Razaul Karim
Course Summary	From the fifties of the last century- “comparative government” and “comparative public administration” have gained both publicity and popularity. A large number of American political scientists came to realize that the administrative structures and the process of administration of the newly independent states of the Third World are different from the industrially developed states. In this dynamic society, it is essential to rework and redefine the organizational structures to maintain a sequence. Comparative public administration does these in a better way. This course introduces the brief evolutionary trends with consideration of the factors that contributed to its development as a field of study under the broader field of Public Administration, conceptual clarifications, nature, approaches etc. as related to public administration (Bureaucracy) as it is practiced elsewhere, that is, in both developed and developing systems	
Objectives	❖ To identify common themes in public administration literature by comparing administrative rules, procedures and practices across the developing and developed countries. ❖ To provide students with the opportunity to acquire the basic knowledge and understanding of the evolution, concepts and use of models and approaches in Comparative Public Administration, ❖ To develop administration in mind by doing research about public administration ❖ A comparative analysis will be done on the current problems of public administration ❖ Finding out theories by conducting comparative research relating to public administration in different countries to bring those theories into practice.	

Course Learning Outcomes:

At the end of the Course, the Student will be able to-

CLO 1	Identify and explain the evolutionary trends and meaning of comparative public Administration;
CLO 2	Describe the scope and forms of Comparative Public Administration;
CLO 3	Explain the rationales or significance of Comparative Public Administration
CLO 4	Understand the uses of models and approaches and have brief analysis of the major approaches to comparative public Administration study;
CLO 5	Understand the cross-cultural, bureaucratic, case study, institutional, structural functional and Prismatic Sala Models in Comparative Studies
CLO 6	Differentiate in general perspective the nature of administration in developed and developing countries;
CLO 7	Compare the system of Administration in developed and developing countries with specific reference to USA, Britain and France, Japan, India and Bangladesh;
CLO 8	Understand the role of bureaucracy in nation-building and the problems and prospects of bureaucracy especially in developing countries.

SL No.	CONTENT OF COURSE	Hrs	CLOs
1.	Comparative Public Administration: Meaning, Importance and Approaches to the Study of CPA, Problems of Comparison, Comparative Politics and Comparative Administration.	10	1, 2,3 &4
2.	Philosophical and Normative Dimensions: Socialist, Democratic and Prismatic Views of Administration.	6	2, 4 & 5
3.	Public Administration in India: Administrative Structures and Personnel Management System of Indian Civil Service.	5	6, 7 &8
4.	Public Administration in U.S.A.: Evolution of Merit System of USA Civil Service, The Pendleton Civil Service Act of 1883, Civil Service Reforms Act of Jimmy Carter-1978, Political Appointees versus Career Officials, US President & Bureaucracy.	10	6 & 7
5.	Public Administration in Great Britain: Public Personnel Management in Britain (Recruitment and Training), Northcote Trevelyan Report (1854) and Fulton Committee Report (1968), Citizen Charter of John Major, Service First of Tony Blair, Structures and Functions of Special Advisers, and Accountability of British Legislature.	10	6, 7 & 8
6.	Public Administration in Japan: Administrative Structures and Personnel Management System of Japanese Civil Service, Impact of Japanese Culture in Administration.	6	6 &7
7.	Public Administration in France: Public Personnel Management in France Civil Service, Strengths Aspects of France Civil Service, Structures and Functions of Ministerial Cabinet, and the Institute national du service public (INSP).	6	6, 7 &8
8	Lessons of Public administration from international aspects	3	

Reference

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Arora, R. K. (Ed), (1979). *Perspectives in Administrative Theory*. New Delhi: Associated Publishing House.

Farazmand, A. (1991). *Handbook of Comparative & Development Public Administration*. Marcel Dekker: New York.

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Greenwood, J., & Wilson, D. (Ed.) (1969). *Public Administration in Britain Today* (2nd Ed.). London: Roudledge and kegan Paul.

Heady, F. (1996). *Public Administration: A comparative Perspective* (5th Ed). New York: Marcel Dekker.

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Raphaeli, N. (1967). *Comparative Public Administration: An Overview*. Boston.

Rathod, P. B. (2007). *Comparative Public Administration*. Jaipur: ABD Publisher.

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Ridley, F., & Blondel J. (Ed.) (1969). *Public Administration in France* (2nd Ed.). London: Roudledge and Kegan Paul.

Riggs, F. W. (1961). *The Ecology of Public Administration*. Asia Publishing House, New York.

Riggs, F. W. (1964). *Administration in Developing Countries: The Theory of Prismatic Society*. Boston: Houghton Mifflin Co.

Maheshwari, S. R. (1997). *Major Civil Service Systems in the World*. New Delhi: Vicas Publishing House.

Massey, A. (1993). *Managing the Public sector: A Comparative Analysis of the U.K. and the U.S.A.*

Mapping of Course Learning Outcomes (CLOs) to Program Learning Outcomes (PLOs)

PLO/CLO	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6
CLO 1	X					
CLO 2		X	X			
CLO 3			X			
CLO 4			X	X		
CLO 5				X		

CLO 6				X	X	
CLO 7					X	X
CLO 8					X	X

Mapping of Course Learning Outcomes (CLOs) with the Teaching-Learning & Assessment Strategy

CLOs	Teaching-Learning Strategy	Assessment Strategy
CLO 1	Lecture and Discussion	Quiz/Class Test
CLO 2	Lecture and Discussion	Assignment
CLO 3	Lecture and Discussion	Mid-Term and Summative
CLO 4	Lecture and Discussion	Quiz/Class Test
CLO 5	Lecture and Discussion	Summative Assessment
CLO 6	Lecture and group Discussion	Mid-Term and Summative
CLO 7	Lecture and Discussion	Term paper and presentation
CLO 8	Lecture and group Discussion	Summative
Review		

Introduction to Public Policy

Course Code: 0413PA412		Contact Hours: 56 direct
Course Title: Introduction to Public Policy		Credits: 4
Course Type: Major		CIE Marks: 40
Level: 4th Year 1stSemester		SFE Marks: 60
Credit Value: 4 (Four)		Total marks: (40+60) = 100
Pre-requisite (If any): None		Course Teacher: Dr. Md. Rashidul Islam Sheikh
Course Summary	This course intends to familiarize the students with the fundamentals of public policy making. Key concepts, theories and elements of policy phase and the generic instruments of policy making are the focus of the course. How policy proceeds from idea generation to evaluation through implementation, who are the actors involved in the entire process, which social, political and economic factors act as supporting or restraining forces in the process, what could be the effective approach for undertaking an effective policy and for its implementation are discussed under the course.	
Objectives	❖ Enhancing the skill of careful and creative observers of public policy ❖ Help them conceptualize basic theories on the role of various factors that affect policy making ❖ To provide the knowledge of policy making dynamics and actors engagement ❖ Be familiar with the popular theories/models/approaches to policy formulation, implementation and evaluation.	

Course Learning Outcomes (CLOs):

At the end of the Course, the Student will be able to-

CLO1	Conceptualize and understand meaning, scope, importance of public policy
CLO2	Compare and contrast categories of public policy
CLO3	Explain and interpret stages of policy formulation
CLO4	Understand and recognize roles of different agencies in policy making
CLO5	Explain and compare various models of public policy
CLO6	Can Analyze the public policy
CLO7	Understand and explain parliamentary control over public policy making

SL No.	CONTENT OF COURSE	Hrs	CLOs
1.	Public Policy: Meaning, scope, significance and importance of public policy, the categories of public policy, stages of policy formulation	6	1
2.	Models in Public Policy: Rational, Incremental, Strategic, Stagiect Approach, Political Systems Model, Elite Theory, Public Choice Theory, Society-Centered, State-Centered Approach, Institutionalism	12	5
3.	Policy Making: Policy making process, dynamics of policy formation, forces in the policy making process, roles of different agencies in policy making	9	2
4.	Institutional Framework of Policy Formulation in Bangladesh: Compositions and functions of NEC, ECNEC, PC; Linkage between Planning and Administration in Bangladesh; Role of top level bureaucrats and their interactions with policy makers and interest groups.	9	3,4
5.	Policy Analysis: What is Policy Analysis? Dimensions of Policy Analysis, Distinction between Policy Analysis and Policy Evaluation, Steps of Policy Analysis.	10	6
6.	Parliamentary Control over Public Policy making	5	7
7	Policy Advocacy, Role of Bureaucracy in Public policy making, Policy implementation method, Policy evaluation.	5	6

References:

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- Panday, P. K. and I. Jamil (2011). Challenges of Coordination in Implementing Urban Policy: The Bangladesh Experience, *Public Organization Review: A Global Journal*, Vol. 11(2): 155-176.
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- Zafaulah H. (1990). Policy issues in Bangladesh, UPL, Dhaka, Bangladesh.

Mapping of Course Learning Outcomes (CLOs) to Program Learning Outcomes (PLOs)

PLO/CLO	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6
CLO 1	X					
CLO 2		X	X			
CLO 3			X			
CLO 4			X	X		
CLO 5				X		
CLO 6					X	X
CLO 7					X	X

Mapping of Course Learning Outcomes (CLOs) with the Teaching-Learning & Assessment Strategy

CLOs	Teaching-Learning Strategy	Assessment Strategy
CLO 1	Lecture and Discussion	Quiz/Class Test
CLO 2	Lecture and Discussion	Assignment
CLO 3	Lecture and Discussion	Mid-Term and Summative
CLO 4	Lecture and Discussion	Quiz/Class Test
CLO 5	Lecture and Discussion	Summative Assessment
CLO 6	Lecture and group Discussion	Mid-Term and Summative
CLO 7	Lecture and Discussion	Term paper and presentation

Ethics and Professionalism in Public Administration

Course Code: 0413PA413		Contact Hours: 56 direct
Course Title: Ethics and Professionalism in Public Administration		Credits: 4
Course Type: Major		CIE Marks: 40
Level: 4th Year 1st Semester		SEE Marks: 60
Credit Value: 4 (Four)		Total marks: (40+60) = 100
Pre-requisite (If any): None		Course Teacher:
Course Summary	This course focuses on the study of the leadership and ethics of public organizations through an exploration of such concepts as leadership, management, professionalism, ethical behavior, administration, organizational theory, networking, collaboration, and personal development. These concept serves as a guiding framework for how tasks are to be effectively and efficiently carried out. The incorporation of additional principles that govern the public sector, such as impartiality, diligence, neutrality, and potentially country-specific principles, is observed. It also offers an understanding of the ethical considerations within the field of Public Administration. Henceforth, it offers insight into the appropriate utilization of discretion and judgment by public administration employees in the execution of their official duties. The reinforcement of values and norms can be significantly enhanced through the implementation of a comprehensive framework comprising administrative regulations, management procedures, and monitoring entities.	
Objectives	❖ To provide students with an introduction to debates over public sector ethics, focusing on the roles and responsibilities of public servants and their relationships topoliticians and others sharing public power. ❖ To develop an ethical frame for making personal decisions related to accountability in PA. ❖ To demonstrate the ability to analyze complex ethical issues, identify potential responses, defend a course of action, and research ethical issues. ❖ To distinguish between the different ethical theories in practice. ❖ Develop and apply his/her own managerial and leadership skills so that he/she will function better as a manager and leader in the public sector.	

Course Learning Outcomes:

At the end of the Course, the Student will be able to-

CLO 1	Understand the fundamental ideas of the profession, professionalism and professionalization.
CLO 2	Understand the main concepts and theories in public sector ethics;
CLO 3	Apply ethical concepts and theories to examples of public sector practice;
CLO 4	Understand the role of ethics in professional public sector practice;
CLO 5	Apply critical analytical capacity to answering questions on public sector ethics.
CLO 6	Apply professionalism in service delivery of public administration

SL No.	CONTENT OF COURSE	Hrs	CLOs
1.	Concept of Ethics: Concept of Ethics, Importance of Ethics in Public Administration, Context of Ethics, Approaches to Studying Ethics	7	1 & 2
2.	Professionalism, Ethics and Values: Concept and Principles of Professionalism, Values and Ethics, Values of Public Administration	7	1 & 2
3.	Administrative Ethics and Responsibility: The Key to Administrative Ethics, Conflicts of Responsibility, Determinants of ethics and Professionalism in Administration, The Ethical Dilemma, Ethics in Bangladesh Public Administration, Understanding Ethical Decision Making.	10	3 & 4
4.	Current Issues in Professionalism and Ethics in the Public Service: The public service on the public agenda, Factors in promoting public service professionalism and ethics, Obstacles to public service professionalism and ethics, United Nations activities to promote public service professionalism and ethics.	9	4 & 5
5.	Culture and Ethics: Ethical culture, Building an Ethical Culture, Ethics in Society and its impact on Administration, Ethics in Other Cultures, Building an Ethical Culture.	7	4 & 5
6.	Ethics Management: Challenges to Ethical Governance, Building Ethical Organizations, Ethics Management Is Important, The Ethics-Performance Linkage. Managing Ethics in the Public Services.	6	3 & 5
7.	Ethical and Professional Guidelines: The Constitution and other laws and policies.	6	3
8	Ethical mgt structure, Ethical infrastructure mgt, Ethics and corporate social responsibility.	4	

Reference

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Mapping of Course Learning Outcomes (CLOs) to Program Learning Outcomes (PLOs)

PLO/CLO	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6
CLO 1	X					
CLO 2		X	X			
CLO 3			X			
CLO 4			X	X		
CLO 5					X	X
CLO 6					X	X

Mapping of Course Learning Outcomes (CLOs) with the Teaching-Learning & Assessment Strategy

CLOs	Teaching-Learning Strategy	Assessment Strategy
CLO 1	Lecture and Discussion	Quiz/Class Test
CLO 2	Lecture and Discussion	Assignment
CLO 3	Lecture and Discussion	Mid-Term and Summative
CLO 4	Lecture and Discussion	Quiz/Class Test
CLO 5	Lecture and Discussion	Summative Assessment
CLO 6	Lecture and Discussion	Summative
Review		

Emergency and Security Management

Course Code: 0413PA414		Contact Hours: 56 direct
Course Title: Emergency and Security Management		Credits: 4
Course Type: Major		CIE Marks: 40
Level: 4th Year 1st Semester		SEE Marks: 60
Credit Value: 4 (Four)		Total marks: (40+60) = 100
Pre-requisite (If any): None		Course Teacher: H. M. Khalid Hossain Bhuiyan
Course Summary	This course is gaining importance in contemporary world. It is essential to point out that although national security, global security and regional security are interconnected, they are dealt with differently. Disaster management and emergency management may imply the same thing to most people but based on the magnitude, the precautions, preventions and actions during the crises differ at organizational and national level. More specifically, disaster management mostly deals with natural disasters and uncontrollable emergencies while security management deals with emergencies which are man-made and controllable. Henceforth, often students have to deal with many security issues and emergencies, for which prior knowledge is essential. Their prior knowledge will increase their efficiency and decision-making skills during an emergency which will be valuable for the organization, as well as the community. However, this course shall fundamentally deal with the protection of organizational assets i.e. men, material and information. This course shall also aid in handling emergencies such as fire hazard, building evacuation under any emergency circumstances, labor unrest, workplace violence, bomb threat etc.	
Objectives	❖ Teaching students about risk assessment, crisis response, disaster preparedness, incident management, communication strategies, and the legal and ethical aspects of security and emergency situations. ❖ Equip students with the knowledge and skills to effectively manage and mitigate various security and emergency scenarios. ❖ Developing critical thinking skills to assess complex emergency scenarios, make informed decisions, and adapt strategies in real-time situations. ❖ Student can work as administrator in various public-private organizations.	

Course Learning Outcomes:

At the end of the Course, the Student will be able to-

CLO1	Prepare a student to deal with risks on organizational assets and mitigate those by appropriate counter-measure plan and security program involving people, process, technology and awareness.
CLO2	Solve an emergency at organizational level including taking preventive measures and responding to the emergencies efficiently when/if it occurs with no/minimal losses.
CLO3	Infer knowledge of perspectives on the industrial, organizational and international context in which emergency and security management is carried out.
CLO4	Identify and explain the emergency and security management system
CLO5	Evaluate emergency and security management systems around the world
CLO6	Describe the context based emergency management

SL No.	CONTENT OF COURSE	Hrs	CLOs
1.	Security Management Principles, Concept and Applications: Security Policy and Procedures, Security Awareness, Role of Security in Organizational Perspective, A Brief Introduction of Private Security Industry in Bangladesh.	6	4
2.	Legal Framework of Security Management in Bangladesh: Acts related to Security and other Emergency Management: Bangladesh Private Security Act 2006 and 2013,	6	4
3.	Risk Analysis and Security Survey: Risk, Vulnerability and Threat Identification, Risk Analysis Methodologies and Risk Matrix, Process of Security Survey, Survey Report Writing	6	4
4.	Asset Protection Program: Physical Protection System- Concept and Application, Barriers, Layers and Depth in Security.	6	4
5.	Asset Protection Program and Security Technology: Alarm Sensors, Security Lighting, Access control, CCTV- Surveillance Technology, Detection Technology, Security integration.	6	4
6.	Security Management Team and Guard Operation: Private Policing in Public environment, Scheduling and Managing Security Force (proprietary or contractual), Forming a Security Team – Options, Training, Development, Supervision and Motivation of Security Force, Selecting and Administering Security Service Contract.	8	5
7	Protection of Information: Information Asset Protection Physical and Technical, Information Classification, Patent, Trademark, Copyright, Trade Secret, Non-Disclosure Agreement.	3	4

8	Emergency Management- High Rise building and Fire Hazard: High Rise Structure- Life, Safety and Security Considerations, Fire hazard, Prevention and Suppression.	3	2
9	Emergency Management- Organization Perspective: Managing Labor Unrest in Organizational Scenario, Earth Quake Preparedness, Business Continuity Plan.	6	2
10	Applications of Security Management Tools in Varied Environment/ Situations: Theft and Fraud Prevention in the Workplace, Managing a Bomb Threat, Workplace Substance Abuse- Prevention and Intervention, Investigation- types Techniques, tools, background investigation and employment Screening, Incident investigation.	6	3

Reference

Barbara A. Nadel, 2004. *Building Security – Handbook for Architectural Planning and Design*, 1st Edition, McGraw-Hill.

James F. Broder, Eugene Tucker, 2012. *Risk Analysis and the Security Survey*, 4th Edition, Butterworth-Heinemann.

Mary Linn Garcia, 2017. *The design and Evaluation of Physical Protection System*, Butterworth-Heinemann.

Protection of Assest Manual published by American Society for Industrial Security, 2011 (www.asisonline.org).

Robert J Fischer & Gion, 2012. *Introduction to Security*, Seventh Edition, Butterworth-Heinemann.

Thomas L Norman, 2014. *Integrated Security System Design*, Second Edition. Butterworth-Heinemann.

Bangladesh Private Security Act 2006 and 2013

Mapping of Course Learning Outcomes (CLOs) to Program Learning Outcomes (PLOs)

PLO/CLO	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6
CLO 1	X					
CLO 2		X	X			
CLO 3			X	X		
CLO 4			X	X		
CLO 5				X	X	
CLO 6					X	X

Mapping of Course Learning Outcomes (CLOs) with the Teaching-Learning & Assessment Strategy

CLOs	Teaching-Learning Strategy	Assessment Strategy
CLO 1	Lecture and Discussion	Quiz/Class Test
CLO 2	Lecture and Discussion	Assignment
CLO 3	Lecture and Discussion	Mid-Term and Summative
CLO 4	Lecture and Discussion	Quiz/Class Test
CLO 5	Lecture and Discussion	Summative Assessment
CLO 6	Lecture and group Discussion	Mid-Term and Summative
Review		

Quantitative Research in Public Administration

Course Code: 0413PA415		Contact Hours: 56 direct
Course Title: Quantitative Research in Public Administration		Credits: 4
Course Type: Major		CIE Marks: 40
Level: 4th Year 1st Semester		SEE Marks: 60
Credit Value: 4 (Four)		Total marks: (40+60) = 100
Pre-requisite (If any): None		Course Teacher: Prof. Dr. Md. Rashidul Islam Sheikh
Course Summary	The course will introduce the students to elementary statistical tools, process and approaches of data collection and data analysis including probability, distributions, sampling, chi-square test, hypothesis testing, confidence intervals, correlation and regression analysis. The students will generate primary data and do hand on exercise on the basis of collected data/information.	
Objectives	❖ To provide the knowledge of basic statistics regarding communicating, interpreting of quantitative data and mathematical ideas ❖ To make students capable to evaluate information, gathered to assess the plausibility, or validity of an open question of interest ❖ To deliver the students a clear idea of research proposal formulation and how to write a research report ❖ To make students capable to statistical know-how of conducting and presenting the research outcome	

Course Learning Outcomes (CLOs):

Upon the successful completion of the course, the students will be able to:

CLO 1	Design and implement an unbiased study that shall produce sound statistical results
CLO 2	Apply confidence intervals and test hypothesis to make conclusions about data that come from practical applications
CLO 3	Generate and interpret statistics and graphs from data that arise from small real-life surveys
CLO 4	Design questionnaire and collect information using different methods
CLO 5	Interpret regression analysis to make informed predictions about relationships between quantitative variables
CLO 6	Apply basic tools to process primary data by using Excel and SPSS
CLO 7	Valuing different index and Write a report independently

SL No.	CONTENT OF COURSE	Hrs	CLOs
1.	Introducing Quantitative Research: Meaning and Features of Quantitative Research, Approaches to Quantitative Research.	5	1
2.	Application of Statistics in Social Research: Use of Statistics, Statistics and Social Research, Advantages of Statistical Method.	5	1, 2
3.	Questionnaire Preparation Technique, Primary data collection/Survey	6	4
4.	Preparation of Quantitative Questionnaire & Measurement of Variables: Levels of Measurement, Problems of Measurement, Validity and Reliability Testing under Structural Equation Modeling (SEM) /SPSS	10	3, 4
5.	Measures of Central Tendency and Dispersion: Mean, Median, Mode, Mean Deviation and Standard Deviation.	5	2
6.	Correlation and Regression Analysis: Understanding Association and Dependency among Variables, Confirmatory Factor Analysis.	6	3
7.	Chi-Square and Hypothesis: Formulation and Testing. Formulation of Hypothesis, Determination of sample size.	5	5
8.	Index Number: Construction of Price Index, quantity index and value index, consumer price index	6	7
9.	Winding Up: Drawing Conclusions, References and Reporting.	8	7

References:

- Aminuzzaman, S. M. (1991). *Introduction to Social Research*. Dhaka: OSDER Publications.
- Berman, E. & Wang, X. (2018). *Essential Statistics for Public Managers and Policy Analysts* (4th ed.). London: Sage Publications.
- Cresswell, J. W. (2009). *Research Design: Qualitative, Quantitative and Mixed Methods Approaches* (3rd ed.). London: Sage Publications.
- Hox, J. J. (2018). *Multilevel Analysis Techniques and Applications* (3rd ed.). USA: Routledge.
- Mian, A. M. & Miyan, A. M. (1984). *An Introduction to Statistics* (4th Edition). Ideal Library, Dhaka
- Shil, R. N. & Debnath, S. C. (1992). *An Introduction to the Theory of Statistics*.
- Wright, S. R. (1979). *Quantitative Methods and Statistics: A Guide to Social Research*. London: Sage Publications.

Mapping of Course Learning Outcomes (CLOs) to Program Learning Outcomes (PLOs)

PLO/CLO	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6
CLO 1	X					
CLO 2		X	X			
CLO 3			X	X		
CLO 4			X	X		
CLO 5				X	X	
CLO 6					X	X
CLO 7						X

Mapping of Course Learning Outcomes (CLOs) with the Teaching-Learning & Assessment Strategy

CLOs	Teaching-Learning Strategy	Assessment Strategy
CLO 1	Lecture and Discussion	Quiz/Class Test
CLO 2	Lecture and Discussion	Assignment
CLO 3	Lecture and Discussion	Mid-Term and Summative
CLO 4	Lecture and Discussion	Quiz/Class Test
CLO 5	Lecture and Discussion	Summative Assessment
CLO 6	Lecture and group Discussion	Mid-Term and Summative
CLO 7	Lecture and Discussion	Term paper and presentation
Review		

4 th Year 2 nd Semester BSS Honours July-December 2026						
Course No.	Course Title	Hours/Week Theory+Lab	Credits	Exam Hour	Full Marks	Types of Course
0413PA421	Introduction to Political Economy	56	4	4	100	Major
0413PA422 Public-Private Partnership * OR 0413PA423 Criminology and Criminal Justice*		56	4	4	100	Optional
		56	4	4	100	Optional
0413PA424	Research Report/Monograph	56	4	4	100	Major
			12	12	300	
Viva-Voce for both groups			1.5		50	
	Total		13.5		350	
** Optional/ Elective: A student will choose either of the courses in this semester						

Introduction to Political Economy

Course Code: 0413PA421	Contact Hours: 56 direct
Course Title: Introduction to Political Economy	Credits: 4
Course Type: Major	CIE Marks: 40
Level : 4th Year 2nd Semester	SFE Marks: 60
Credit Value: 4 (Four)	Total marks: (40+60) = 100
Pre-requisite (If any): None	Course Teacher: Dr. Md. Rashidul Islam Sheikh

Course Summary	Political economy rejects a narrow focus on pure markets in favour of a broader view of economic enquiry, social purpose, and its political application. It's an approach that stresses the importance of historical processes, structural forces, and institutions in shaping economic outcomes. It is fundamentally about how we organize our lives and provide for our basic needs. It makes a practical difference in people's lives. It teaches pluralism of approaches as opposed to economics which teaches the economic truth. To learn about inequalities, the place of financial markets, the advantages and disadvantages of free trade, globalization, and economic development, mainstream economics is not enough. If we think economics is a social science, then we have to study this course in the present context.
Objectives	❖ To provide the opportunity to develop knowledge of political economy from national and international context. ❖ To make the students understand some core theoretical concepts of political economy with illustration from developed and developing countries. ❖ To provide students the opportunity to develop a greater appreciation and understanding of the world's politics and economies. ❖ To deliver the students of a clear idea on how politics determines the economic policy and how economic policy deals with the politics from nationally and internationally.

Course Learning Outcomes:

Course Learning Outcomes: At the end of the Course, the Student will be able to-

CLO 1	Comprehend the basic concepts relating to political economy.
CLO2	Describe the different approaches of the political economy.
CLO3	Explain the evolution of classical, neoclassical, and modern economic thoughts.
CLO4	Understand protectionist economic policies followed by the European countries during the 15 th to 17 th centuries
CLO5	Argue with the Marxist view on the historical development of society.
CLO6	Develop a greater appreciation and understanding of the world's politics and economies.
CLO7	Explain the relationship between developed, underdeveloped, and developing world.
CLO8	Evaluate the critical role of the multilateral financial institutions and the TNCs.
CLO09	Evaluate the advantages and disadvantages of free trade and globalization.

SL No.	CONTENTS OF COURSE	Hrs	CLOs
1.	Political Economy: Definition, Political Economy versus Economics, Importance, Subject Matter, Evolution of Political Economy.	6	1
2.	Approaches to Political Economy: State-centric, Classical/Neo-classical and Marxist Political economy.	8	2
3.	History of Economic Analysis: Mercantilism, Colbertism, Cameralism.	6	3
4.	Marxist view on Development of Society: Mode of Production, Economic Laws of Development, Dialectical and Historical Materialism.	8	4, 5
5.	Dependency Theories: Theoretical Proposition, ECLA View, Raul Prebisch, Osvaldo Sunkel, Celso Furtado, The Moderates' View: Henrique Cardoso and Enzo Faletto, The radicals' View; AG Franks, Samir Amin, Immanuel Wallerstein.	8	6, 7
6.	Agriculture and Industrialization: Agriculture and Economic Development, Land Reform in Bangladesh, Industrialization and Economic Development, Environment and Poverty Alleviation.	8	7
7.	International Political Economy: Foreign Aid and Capitalist Expansion in 3 rd World Countries, Role of Multilateral Financial Institutions and TNCs	7	8
8.	Open Market Economy and Globalization and their impact in Bangladesh	5	9

Reference:

Amin S., (1976). *Unequal Development*. The Harvester Press, England.

Areteis, P. & Sawyer, M.C. (Eds), (2004). *The Rise of the Market Critical Essays on the Political Economy of Neo-Liberalism*, UK, Edward Elgar.

Balaam D N., and Dillman B, (2008). *Introduction to Political Economy*, 6th edition, Pearson, England

Krugman, P.R., Obstfeld, M., & Melitz, M. (2011). *International Economics-Theory and Policy*, 9th Edition, USA, Pearson Education.

Martinussen, J. (1997). *State, Society and Market: A Guide to Competing Theories of Development*, Dhaka, University Press Limited.

Miller, R.C. (2008). *International Political Economy: Contrasting World Views*, London, Routledge. Milonakis D. and Fine B., (2009). *From Political Economy to Economics*, Routledge, London Nikitin P.I, (1983). *Fundamentals of Political Economy*, Progressive Publisher, Moscow.

Porter B R, Binns T, Elliott J A, Smith D, (2008). *Geographies of Development: An Introduction to Development Studies*, 3rd edition, Pearson, UK

Rostow W.W. (1990). *The Stages of Economic Growth: A Non-communist Manifesto*, 3rd edition, Cambridge University Press, USA

Seligson M.A. and Psse-Smith J T. (2008). *Development and Under-development: The Political Economy of Global Inequality*, 4th edition, Lynne Rienner Publishers, USA

Steger M.B., (2013). *Globalization: A very Short Introduction*, Oxford, UK

Stiglitz J.E. (2002). *Globalization and Its Discontents*, WW Norton & Company, New York
 Todaro, M. P. & Smith, S.C. (2009). *Economic Development*, Pearson Education Ltd. England

Mapping of Course Learning Outcomes (CLOs) to Program Learning Outcomes (PLOs)

PLO/CLO	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6
CLO 1	X					
CLO 2		X	X			
CLO 3			X	X		
CLO 4			X	X		
CLO 5				X	X	
CLO 6					X	X
CLO 7					X	
CLO 8						X
CLO 9						X

Mapping of Course Learning Outcomes (CLOs) with the Teaching-Learning & Assessment Strategy

CLOs	Teaching-Learning Strategy	Assessment Strategy
CLO 1	Lecture and Discussion	Quiz/Class Test
CLO 2	Lecture and Discussion	Assignment
CLO 3	Lecture and Discussion	Mid-Term and Summative
CLO 4	Lecture and Discussion	Quiz/Class Test
CLO 5	Lecture and Discussion	Summative Assessment
CLO 6	Lecture and group Discussion	Mid-Term and Summative
CLO 7	Lecture and Discussion	Term paper and presentation
CLO 8	Lecture and group Discussion	Summative
CLO 9	Lecture and Discussion	Summative
Review		

Public- Private Partnership

Course Code: 0413PA422		Contact Hours: 56 direct
Course Title: Public- Private Partnership		Credits: 4
Course Type: Major		CIE Marks: 40
Level: 4th Year 2nd Semester		SEE Marks: 60
Credit Value: 4 (Four)		Total marks: (40+60) = 100
Pre-requisite (If any): None		Course Teacher: Dr. Mst. Shumshunnahar
Course Summary	This course designed for the public sector to complete infrastructure projects by using the skills and the experience of the private sector. PPPs can present difficult and complex contractual issues for both the public and the private sector partners. Tremendous progress has been made in recent times in designing and implementing PPP programs and transactions to develop the infrastructural, educational, energy and health sector services. Public-private partnership (PPP) mechanisms have become the clear choice for governments worldwide to improve service delivery, attract investment, reduce costs, and increase accountability. The goal of this paper is to emphasize and to analyze the advantages and the risks posed by the public private partnerships starting from the presentation of the experience acquired by the actors involved in the construction and the use of the Channel Tunnel.	
Objectives	❖ To provide students with an introduction to the fundamental concepts of PPPs and an understanding of the essential techniques, strategies, and ingredients to successful PPPs. ❖ To foster a common level of knowledge and understanding amongst individuals working on PPPs and interested in learning about PPPs, regardless of discipline and sectors. ❖ Develop greater understanding and skill in the use of PPP models for a powerful economic and governance tool. ❖ Provide extensive regional and sectoral knowledge which comprises PPP best practices across the world. ❖ To cover the concept- how to implement efficient and sustainable PPPs. ❖ Provide knowledge of good practices of PPPs that have evolved more recently in emerging markets and developing economies.	

Course Learning Outcomes:

At the end of the course, the student will be able to-

CLO1	Understand PPP as a mechanism to attract private investment for development infrastructure and delivery of better services
CLO2	Analyze risks, different types of risk, risk sharing and risk mitigation for PPP projects
CLO3	Analyze contract management of PPP contracts during their lives
CLO4	Identify financing instruments available for PPP projects and create environment to investment
CLO5	Applying initiatives by the government in promoting and supporting PPP projects
CLO6	Create Capacities amongst stakeholders to develop and implement different PPP projects
CLO7	Analyze and evaluate of using PPPs as tool of development and emerging economies
CLO8	Apply different types of PPP models as sustainable development tools and techniques
CLO9	Understand the PPP investment climate and also the sources of financing/investors
CLO10	Evaluate the reasons behind success and failure of a PPP project

SL No.	CONTENT OF COURSE	Hrs	CLOs
1.	Introduction: Fundamentals of PPP, PPP Investment climate, PPP models	6	1,3&8
2.	Project Selection and Preparation: Identifying strategic projects for PPP, Project preparation.	6	1,3&7
3.	Financing PPP and the Fundamentals of Project Finance: Sources of financing, Project finance and the government initiative to improve the financial climate.	6	4&9
4.	Allocation of Risk: Political risk, legal and regulatory risk, completion risk, performance risk, operation risk, financing risk, currency risk, offtake risk, environmental and social risk, Risk allocation and mitigation. Financial and economic crises- the impact and solution of crises.	6	2
5.	Financing PPP and Fundamentals of Project Finance: Sources of financing, Project finance and the Government initiatives to improve the financial climate.	6	2,4&9

6.	The Contractual Structure: Concession agreement, offtake purchase agreement, input supply agreement, construction contract, operation and maintenance (O & M) agreements, leading agreements and hedging arrangements, inter creditor agreements, insurance arrangements, guarantee and credit enhancement agreements, sponsor support, shareholding arrangements and other key contractual issues.	7	5 & 6
7.	Public Awareness and Stakeholder Consultation for PPPs: Understanding the role and impact of stakeholders, Identifying public awareness and communication requirements to all stakeholders, Political Dimensions of PPP.	6	6
8.	Policy, Legal and Regulatory Requirements for PPPs: Policy and institutional issues in PPPs, Identifying the legal framework for PPPs, Determining regulatory requirements for PPPs.	6	5
09.	PPP in Bangladesh: General Experience of Advanced and Developing Countries with PPPs Development and forms of PPPs in Bangladesh, best practice case studies from Bangladesh & Global perspective, why PPP succeed or fail.	6	9&10

Reference

Akintoye, A. (2003) Public- Private Partnerships Managing Risks and Opportunities, Blackwell

Delmon, J. (2011) Public Private Partnership projects in Infrastructure, An Essential Guide for PolicyMaker, Cambridge University Press.

Ghobadian, A. (2004), Public-Private Partnerships-Policy and Experience, Palgrave Macmillan.

Grimsey, D. & Mervyn, K. (2004), Public Private Partnerships, The Worldwide Revolution in Infrastructure Provision and Project Finance

Kellerman Leslie R. (2009) Public-Private Partnerships, Nova Science Pub Inc.

Roger, W. (2003), The Rhetoric and Reality of Public Private Partnership, Public Organization Review, Kluwer Academic Publisher.

Stephen P. (2000) Public Private Partnership, Theory and Practice in International Perspective, London, Routledge.

Yescombe, E.R. (2007), Public Private Partnership: Principles of Policy and Finance. Oxford: Butterworth-Heinmann, Elsevier.

Mapping of Course Learning Outcomes (CLOs) to Program Learning Outcomes (PLOs)

PLO/CLO	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6
CLO 1	X					
CLO 2		X	X			
CLO 3			X	X		

CLO 4			X	X		
CLO 5				X	X	
CLO 6					X	X
CLO 7					X	
CLO 8						X
CLO 9					X	
CLO10						X

Mapping of Course Learning Outcomes (CLOs) with the Teaching-Learning & Assessment Strategy

CLOs	Teaching-Learning Strategy	Assessment Strategy
CLO 1	Lecture and Discussion	Quiz/Class Test
CLO 2	Lecture and Discussion	Assignment
CLO 3	Lecture and Discussion	Mid-Term and Summative
CLO 4	Lecture and Discussion	Quiz/Class Test
CLO 5	Lecture and Discussion	Summative Assessment
CLO 6	Lecture and group Discussion	Mid-Term and Summative
CLO 7	Lecture and Discussion	Term paper and presentation
CLO 8	Lecture and group Discussion	Summative
CLO 9	Lecture and Discussion	Summative
Review		

Criminology and Criminal Justice

Course Code: 0314PA423		Contact Hours: 56 direct
Course Title: Criminology and Criminal Justice		Credits :4
Course Type: GED		CIE Marks: 40
Level : 4th Year 2nd Semester		SEE Marks: 60
Credit Value: 4 (Four)		Total marks: (40+60) = 100
Pre-requisite (If any): None		Course Teacher: Dr. Mst.Shumshunnahar
Course Summary	Criminology and criminal studies course is an academic program that delves into the multidisciplinary study of crime, criminal behavior, and the criminal justice system. This field of study seeks to understand the underlying causes of criminal activity, the methods of crime prevention and intervention, as well as the functioning and effectiveness of various components within the criminal justice system.	
Objectives	❖ Students learn about different theoretical perspectives that attempt to explain why individuals engage in criminal behavior. ❖ Explore structure and functions of the criminal justice system, including law enforcement, courts, corrections, and rehabilitation programs. ❖ Examine the relationship between crime and social inequality, considering how factors like poverty, race, and gender influence criminal behavior and the justice system's response. ❖ Provide students with a comprehensive understanding of the complexities surrounding crime and justice.	

Course Learning Outcomes:

At the end of the course, the student will be able to-

CLO1	Develop comprehensive understanding of the complexities surrounding crime and justice.
CLO2	Design careers in law enforcement, corrections, victim advocacy, social work, policy analysis, research, and academia.
CLO3	Apply knowledge contributing to informed public discourse and decision making related to crime and justice issues.
CLO4	Justify various research methodologies used to study crime and criminal behavior.
CLO5	Develop comprehensive understanding of the complexities surrounding crime and justice.
CLO6	Evaluate understanding on criminology and social order.

SL No.	CONTENT OF COURSE	Hrs	CLOs
01.	Introduction to Criminology and Criminal Justice: Introduction to Criminology, Historical Development of Criminal Justice Systems, Understanding Crime and Criminal Behavior, Theories of Crime Causation, Ethical Issues in Criminology and Criminal Justice	10	1,4,5
02.	Criminal Law and Legal Systems: Introduction to Criminal Law, Elements of a Crime, Types of Criminal Offenses, Legal Processes and Procedures, Comparative Criminal Justice Systems, Constitutional Rights of the Accused	10	6
03.	Policing and Law Enforcement: Introduction to Policing, Functions of Law Enforcement, Community Policing and Problem-Solving, Use of Force and Police Accountability, Investigative Techniques, Technology in Law Enforcement	8	3,4
04.	Courts and Adjudication: Structure of the Court System, Role of Judges, Prosecutors, and Defense Attorneys, Criminal Procedure and Due Process, Pre-trial and Trial Processes, Sentencing and Corrections	8	2
05.	Corrections and Rehabilitation: Overview of Corrections, Types of Punishment and Rehabilitation, Prison Systems and Alternatives to Incarceration, Reentry Programs and Challenges, Juvenile Justice and Rehabilitation	8	5
06.	Criminological Research and Analysis: Research Methods in Criminology, Data Collection and Analysis, Quantitative and Qualitative Research, Ethical Considerations in Criminological Research, Crime Mapping and Geographic Information Systems	6	1,2,4
07.	Special Topics in Criminology: White-Collar Crime, Organized Crime, Cybercrime and Digital Forensics, Terrorism and Counterterrorism, Human Trafficking, Drug Abuse and Policy	6	2,3,4

Reference

- Bartol, C. R., & Bartol, A. M. (2014). *Criminal behavior: A psychological approach*. Upper Saddle River, NJ: Pearson.
- Peak, K. J., & Madensen-Herold, T. D. (2019). *Introduction to criminal justice: Practice and process*. Sage Publications.
- Reima, J., & Leighton, P. (2010). *The Rich Get Richer and The Poor Get Prison: Ideology, Class, and Criminal Justice* 9/e.
- Schmallegger, F. (2010). *Criminal justice: A brief introduction*. Pearson/Prentice Hall.
- Siegel, L. J. (2015). *Criminology: Theories, patterns, and typologies*. Cengage Learning.

Mapping of Course Learning Outcomes (CLOs) to Program Learning Outcomes (PLOs)

PLO/CLO	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6
CLO 1	X					
CLO 2		X	X			
CLO 3						
CLO 4			X	X		
CLO 5			X	X		
CLO 6				X	X	
CLO 7					X	X
CLO 8					X	X
CLO 9					X	X

Mapping of Course Learning Outcomes (CLOs) with the Teaching-Learning & Assessment Strategy

CLOs	Teaching-Learning Strategy	Assessment Strategy
CLO 1	Lecture and Discussion	Quiz/Class Test
CLO 2	Lecture and Discussion	Assignment
CLO 3	Lecture and Discussion	Mid-Term and Summative
CLO 4	Lecture and Discussion	Quiz/Class Test
CLO 5	Lecture and Discussion	Summative Assessment
CLO 6	Lecture and group Discussion	Mid-Term and Summative
CLO 7	Lecture and Discussion	Term paper and presentation
CLO 8	Lecture and group Discussion	Summative
CLO 9	Lecture and Discussion	Summative
Review		

Research Monograph

Based on the research proposal in the ...th Semester, Students will be required to complete their empirical research and produce a Research Monograph within 25,000-word limit.

Course Code: 0413PA424	Contact Hours: 56 direct
Course Title: Research Monograph	Credits :4
Course Type: ?	CIE Marks: 40
Level : 4th Year 2nd Semester	SEE Marks: 60
Credit Value: 4 (Four)	Total marks: (40+60) = 100
Pre-requisite (If any): None	Course Teacher: Dr. : Md. Rashidul Islam Sheikh
Course Summary	The Research Monograph will prepare students to write a step by step research monograph based on their three years academic research studies and fieldwork experiences. Including exclusive field work, each candidate will be offered a research project under a specific supervisor appointed by the academic committee of the department. This course will guide students in implementing the learning outcomes approach in professional research project. Therefore, it specifies pathways to confine the next step of forming the research monograph's design, elements, collecting appropriate research information, evaluating obtained information, and assessing the research. The explicit learning outcomes approach of the course assists in developing preliminary professional skills- on how to execute research knowledge in public administration and other social sciences research agenda.
Objectives	• Introducing elementary, fundamental knowledge and develop skills in conducting research. • Provide know-how about prepare and submit a complete research monograph by using detailed knowledge of social science methods and its implication. • Provide presentation skills and techniques to convey information and research knowledge to the audience. • Utilizing the specific research learning and skills learnt from the previous courses learning outcome.

Course Learning Outcome:

At the end of the course, the student will be able to-

CLO-1	Understand the concise statement of the proposed course that is how social science research helps learning action and objectives in unraveling social problems through social science methods for the community.
CLO-2	Analyze research voids, probability of the existing knowledge contribution from the theory or empirical knowledge, and expected research findings or results.
CLO-3	Apply fundamental and disciplinary concepts and methods in ways appropriate to the principal areas of study
CLO-4	Evaluate skills and knowledge of current data, methodological tools and techniques specific to the professional field of study.
CLO-5	Design idea formation based on the scope of the research and the topic's objectives for advancing the central concept of the research monograph.

SL. No	CONTENTS OF THE COURSE	Hours	CLOs
1			
2			
3			
4			
5			
6			
7			
8			

Text Books:

Bernard, H. R. (2013). Social research methods: Qualitative and quantitative approaches. Sage

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Mapping of Course Learning Outcomes (CLOs) to Program Learning Outcomes (PLOs)

PLO/CLO	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6
CLO 1	X					
CLO 2		X				
CLO 3			X			
CLO 4			X	X		
CLO 5					X	
CLO 6					X	X

Mapping of Course Learning Outcomes (CLOs) with the Teaching-Learning & Assessment Strategy

Part D: Grading/Evaluation

1. Grading Scale and Grades

Performance of the students in a course shall be evaluated as follows:

Descriptions	Marks (Percentage)
Mid-Term Examinations (at Least Two)	20
Class Attendance	5
Term Paper/ Presentation/Field Work	10
Assignment/Class test/ Quiz-Test/Sudden test	5
Semester Final Examination	60
Total	100

Two mid-term examinations, one-hour duration each, shall be conducted and evaluated by the course teacher and the semester final scripts shall be evaluated by two examiners. The average of the marks given by two examiners is considered as the final examination mark of a particular student. If the difference between the marks of two examiners is more than 20%, the script is evaluated by a 3rd examiner and the average mark of the nearest two shall be considered for grading. In such cases, the arithmetic mean of the closer two marks should be taken. If the three marks are equally apart, arithmetic mean of the higher two shall be counted.

The 3rd examiner for a course shall be appointed by the examination committee from the panel of examiners other than a member of the examination committee or a tabulator, provided that she/he was not an examiner of this course. The total mark, average of marks awarded by the semester final examiners plus the marks awarded by the course teacher, shall converted into letter grade as follows:

Mark Range*	Letter Grade	Grade Point	Interpretation
80% or above	A+	4.00	Outstanding
75% to less than 80%	A	3.75	Excellent
70% to less than 75%	A-	3.50	Very Good
65% to less than 70%	B+	3.25	Good
60% to less than 65%	B	3.00	Average
55% to less than 60%	B-	2.75	Below Average
50% to less than 55%	C+	2.50	Fair
45% to less than 50%	C	2.25	Poor
40% to less than 45%	D	2.00	Minimum Pass
Less than 40%	F	0	Fail
...	I	...	Incomplete
...	W	...	Withdrawn

In the tabulation process, only the total marks (out of 100) of a course shall be rounded-up and the published results of the semester will show the grades earned and the grade point average (GPA).

At the end of second semester of each class year, the examination committee shall hold a viva-voce examination of 50% weight, equivalent to 2.0 credit hours. For viva-voce examination, a student shall be awarded a grade at the end of the fourth semester. After the completion of the fourth year second semester

final examination, a student shall undergo a research monograph for a certain period of time as specified by the academic committee. The research monograph shall be guided and examined by the supervisor and the examination committee.

2. Class Attendance

To be considered as a regular student, each student shall require to attend 60% of class held in a course. If the attendance fall within 40%-59%, non-collegiate status shall be attached and a student shall only be allowed to sit for the semester final examination after paying a fine as fixed by the authority/department. The head of the department shall monitor class holding and attendance of the students. A student shall not be allowed to sit for semester final examination and shall be required to seek re-admission in the program, if her/his attendance falls below 40% in any course in any semester.

3. Grade Point Average (GPA) and Cumulative Grade Point Average (CGPA)

Calculation of Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA)

Example:

First Year First Semester				
	(1)	(2)	(3)	(4) = (1)x (3)
Course Code	No. of Credits	Grade Awarded	Total Grade Points	Grade Points Secured
0413PA111	4	A+	4.00	16
0413PA112	4	A-	3.50	14
0413PA113	4	B+	3.25	13
0314PA114	4	A	3.75	15
0232PA115	4	B-	2.75	11
Total	20			69

SGPA = Total Grade Points Secured ÷ Total Number of Credits = $69 \div 20 = 3.45$

First Year Second Semester				
	(1)	(2)	(3)	(4) = (1)x (3)
Course Code	No. of Credits	Grade Awarded	Total Grade Points	Grade Points Secured
0413PA121	4	A	3.75	15
0413PA122	4	A-	3.50	14
0413PA123	4	B+	3.25	13
0311PA124	4	C+	2.50	10
0613PA125	4	B-	2.75	11
Viva-voce	2	A	3.75	7.50
Total	22			70.50

SGPA = Total Grade Points Secured ÷ Total Number of Credits = $70.50 \div 22 = 3.20$

Cumulative Data

Total Credits = $20 + 22 = 42$

Total Grade Points Secured = $(69 + 70.5) = 139.5$

Cumulative Grade Point Average (CGPA) = $139.5 \div 42 = 3.3214$

4. Re-admission

A student failing to get the requisite grade points for promotion to the next semester may seek re-admission with the following batch. A student should apply for re-admission within one month after the publication of result of the concerned semester.

5. Grade Improvement

A student having earned 'F' grade in any course in any semester shall be required to remove the 'F' grade. Removal of 'F' grade in any course is permitted only for two times excluding the regular examination which has to be done with subsequent available batches.

A student earning 'B-' (GP-2.75) or below 'B-' grade in any course in any year (except fourth year) can improve the grade by appearing in the semester final examination with the next available batch. She/he can avail this opportunity only once for a course. In such case, the best GPA from the improvement or the regular examination of the concern course shall be calculated for tabulation. Students who did not get the opportunity of removing 'F' in any course shall be allowed to sit for a special semester examination. This shall be allowed only for the courses in 7th and 8th semester. In special cases, this opportunity would be allowed for courses in semester 5th and 6th. In such cases, student have to apply to the head of the department within one week after publication of the 8th semester result. The head of the department shall take necessary administrative measures for arranging the special semester examinations by the respective 4th year examination committee. All the expenses related to this examination have to be carried out by the candidate (s).

6. Dropout/Promotion

For getting promotion from one semester to the next semester, a student shall require to earn minimum 50% of the total credit in the respective semester on condition that s/he has passed the viva-voce. Remaining credit hours have to be earned within next two available batches. If anybody is absent from the viva-voce on any valid ground, a viva-voce may be arranged for her/him on condition that s/he shall bear all expenses of the viva. In such cases, s/he has to apply to the head of the department within 15 days after the viva-voce.