



Far Western University
Faculty of humanities and Social Sciences
Public Administration and Leadership (One-Year Master Program) Course Cycle

Semester I

S. N.	Course Code	Course Title	Credit
1.	MPAL611	Public Administration Theory & Practice	3 Cr.
2.	MPAL612	Applied Research Methods in Public Administration and Leadership	3 Cr.
3.	MPAL613	Organisational Behaviour	3 Cr.
4.	MPAL614	Political Economics	3 Cr.
5.	MPAL615	Statistics for Public Administration	2 Cr.

Semester II

S. N.	Course Code	Course Title	Credit
1.	MPAL621	Sustainable Development	3 Cr.
2.	MPAL622	Comparative Politics and leadership	3 Cr.
3.	MPAL623	Applied Public Sector Human Resource Management	3 Cr.
4.	MPAL624	Applied Public Policy and Leadership	3 Cr.
5.	MPAL625	Thesis Writing	6 Cr.

Far Western University
Faculty of Humanities and Social Sciences
Master of Public Administration and Leadership (One Year)

Course Title: Public Administration Theory and Practice

Course Code: MPAL 611

Level: Master (One-year)

Semester: One

Course Description

This course provides a focused understanding of Public Administration and the role of leadership in modern governance. It covers key administrative theories, leadership approaches, policy processes, ethics, and the practical challenges of public-sector management. Students will explore the functioning of institutions, decision-making dynamics, and citizen-oriented service delivery. By the end of the course, learners will develop strong analytical and leadership skills to address governance challenges and contribute effectively to public service.

Course objective

To provide a comprehensive understanding of public administration and the evolving role of public sector leadership in effectively serving citizens within a dynamic and changing governance context.

Detailed contents

1. Introduction to Public Administration [6L]
 - History and evolution of public administration
 - Key concepts and definitions
 - Public vs. private administration
2. Administrative and Leadership theories [18L]
 - Administrative theories
 - Classical, Neo-classical, and Modern theories
 - Bureaucracy (Weber), Scientific Management (Taylor), Human Relations (Mayo), New Public Administration, New Public Management, New Public Service, E-governance
 - Leadership theories
 - Trait, Behavioral, Contingency, Transformational, Transactional & Servant Leadership
3. Public Policy and Governance [12L]
 - Public Policy

- Public Policy Cycle (Agenda setting/Policy formulation, implementation, monitoring and evaluation)
 - Role of institutions and stakeholders
 - Decision Making
 - Team Dynamics
 - Peace building and conflict resolution
4. Ethics and Accountability [4L]
- Transparency, integrity, and anti-corruption
 - Case studies in ethical governance
5. Public Sector Leadership [8L]
- Challenges in leading public organizations
 - Leadership in crisis and change management
 - Real-world problem-solving
 - Leadership simulation or fieldwork

Recommended Books

Arora, Ramesh (1990) Comparative Public Administration: An Ecological Perspective. New Delhi Associated Publishing House.

Basu Rumki (1992) Public Administration Concept and Theory. New Delhi: Sterling Publishers Private Limited.

Bhatta, Bhim Dev (2065) Srabjnik Prashan ko Adharbhut Siddhanta. America: Shree Asisdev Bhatta.

Ed. Chakraborty, Bidyut/ Bhattacharya, Mohit (2003) Public Administration: A Reader. New Delhi: Oxford University Press.

Ed. Hooja/ Arora, Ramesh Kumaar K. (2007) Administrative theories: Approaches, Concepts and Thinkers in Public Administration. New Delhi: Rawat Publications.

Ed. Prasad, Ravindra/ Prasad V.S/P Satyanarayan/Y. Pradhasaradhi (2010) Administrative Thinkers. New Delhi: Sterling Publishers Private Limited.

Henry, Nicholas (2008) Public Administration and Public Affairs. India: Dorling Kindersley Pvt Ltd.

Joshi, Nand Lal (1973) Evolution of Public Administration in Nepal. Kathmandu: CEDA.

Joshi, Nanadla (1983) Evaluation of Public Administration In Nepal: Lesions and Experience. Kathmandu; Ratna Pustak Bhandar.

Naidu, S.P. (2014) Public Administration: Concepts and Theories. New Delhi: New Age International (p) Limited Publishers.

Nigro, Felix A./Nigro Lloudg (1980) Modern Public Administration. New York Harper and Row Publishers.

Paudel, Narendra Raj(2022) Public Administration and Federalism in Nepal. Kathmandu.

Peters, B Guy. (2010) The Politics of Bureaucracy: An Introduction to Comparative Public Administration. London: Routledge Groups.

Pokhrel, Krishna (2072) Rajya Janaprashan ra Srbajnik Mamila. Kathmandu:M.K. Publishers and Distributors.

Poudyal Madhab (1986) Aspects of Public Administration in Nepal. Delhi:National Book Organization, Publishers Distributors.

Poudyal, MADhab (1984) Public Administration and Nation Building in Nepal. New Delhi: A.H.Marwah For NBO Publishers and Distributors.

Poudyal, Madhab (1989) Administrative Reform in Nepal. New Delhi:National Book Organization Publishers Distributors.

Poudyal, Madhab P. (1984) Public Administration and Nation Building In Nepal. Delhi: NBO Publishers Distributors.

Pradhan, Prachand (2033) Public Administration In Nepal. Kathmandu: CEDA

Riggs,F.W. (1975) The Ecology of Public Administration. New Delhi: The Indian Institute Public Administration.

Rosenbloom, David H. K. ravchuk, Robert S. (2005) Public administration: Under standin Management, Policies and law in The Public sector.

Shrestha, Tulishi Narayan (2007) Public Administration. Kathmandu:Ratna Pustak Bhandar.

Shrestha, Tulsi Narayan (1981) Nepalese Administration An Image. Kathmandu: Saja Prakashan.

Twari , Madhunidhi (2060) Sarbjnik Prashanka Pakshya . Kathmandu:Shreemati Kanti Tiwari.

Far Western University
Faculty of Humanities and Social Sciences
Master of Public Administration and Leadership (One Year)

Course Title: Applied research methods in public administration and leadership

Course Code: MPAL 612

Level: Master (One-year)

Semester: One

Course Description

This course introduces students to the principles, methodologies, and tools of applied research in public administration and leadership. It emphasizes both qualitative and quantitative methods, ethical considerations, and the practical application of research to policy, governance, and organizational leadership.

Learning Objectives

By the end of this course, students will be able to:

- Understand the foundations of social science research in public contexts;
- Design and conduct applied research using appropriate methodologies;
- Analyze and interpret data using qualitative and quantitative techniques;
- Critically evaluate research literature and synthesize findings;
- Develop and present a research proposal relevant to public administration or leadership (Compulsory).

Detailed contents

Unit 1. Introduction to Applied Research (Nature of social research, epistemology, ontology, axiology, public sector context)- 4LH

Unit 2. Literature Review (Purpose, structure, literature map, conceptual/theoretical framework development, research gap, citation styles (APA))-3LH

Unit 3. Research Design (Philosophical foundation of research design, qualitative research design, quantitative research design and mixed research design)-4LH

Unit 4. Sampling Techniques (Probability vs. non-probability, sample size, bias)- 2 LH

Unit 5. Data collection methods (Qualitative Methods- Interviews, focus groups, content analysis & Quantitative Methods - Surveys, experiments, measurement scales)-4LH

Unit 6. Data Collection Tools - Questionnaire design, observation, document analysis-3LH

Unit 7. Data Analysis (Qualitative- Coding, thematic analysis, NVivo & Quantitative-descriptive statistics, inferential stats, SPSS)-4LH

Unit 8. Ethics in Public Research (Informed consent, confidentiality, research integrity)-2LH

Unit 9. Leadership Research Applications - Case studies, leadership metrics, organizational diagnostics -4LH

Unit 10. Public Administration Research Applications - Policy evaluation, performance audits, governance studies -4LH

Unit 11. Writing the Research Proposal & student's presentation - Introduction, statement of problem, research question, research objective, rational of the study, limitation of the study, conceptual framework of the study, philosophical foundation of research, research design, population and sampling, data collection methods, data analysis tools, validity and reliability of the research, generalization of the study, perceived difficulties-14 LH

Readings books

- Bhattacharjee, A. (2012). Social Science Research: Principles, Methods, and Practices (Open Access)
- van Thiel, S. (2014). Research Methods in Public Administration and Public Management
- Kothari, C. R. (2004). Research Methodology: Methods and Techniques
- Yin, R. K. (2018). Case Study Research and Applications
- Creswell, J. W. (2014). Research Design: Qualitative, Quantitative, and Mixed Methods Approaches

Far Western University
Faculty of Humanities and Social Sciences
Master of Public Administration and Leadership (One Year)

Course Title: **Organizational Behavior and Leadership**

Course Code: **MPAL 613**

Level: Master of Public Administration and Leadership (One-year)

Credits: 3

Duration: (1 semester/6months)

Course Description

This course provides a comprehensive understanding of how individuals and groups behave within organizations, and how effective leadership can guide that behavior toward achieving goals. Students will explore key concepts such as personality, motivation, communication, group dynamics, organizational culture, and change. The course also covers major leadership theories and their application in real-world settings. By combining theory with practical insights, students will gain the knowledge and skills needed to lead teams ethically and effectively in both traditional and modern work environments.

Course Objectives

By the end of this course, students will be able to:

- Understand the psychological and sociological foundations of behavior in organizations.
- Analyze individual, group, and organizational dynamics.
- Apply leadership theories to real-world business challenges.
- Develop skills to lead teams effectively and ethically.
- Critically evaluate organizational structures, cultures, and change processes.

Course Modules & Weekly Topics

Unit 1 Introduction to Organizational Behavior **4Lhr**

- Definition, scope, and importance
- OB in global and digital contexts

Unit 2 Personality and Attitudes **4Lhr**

- Big Five model
- Emotional intelligence
- Job satisfaction and organizational commitment

Unit 3 Perception and Attribution **3Lhr**

- Perceptual processes
- Attribution theory
- Decision-making biases

Unit 4 Motivation Theories **4Lhr**

- Maslow, Herzberg, McClelland, Equity theory, Expectancy theory

Unit 5 Group Behavior and Team Dynamics **4Lhr**

- Group formation, roles, and norms
- Stages of team development
- Cohesion and conflict

Unit 6 Communication in Organizations	4Lhr
<ul style="list-style-type: none"> • Channels and barriers • Non-verbal communication • Cross-cultural communication 	
Unit 7 Leadership Theories	4Lhr
<ul style="list-style-type: none"> • Trait and behavioral theories • Contingency and path-goal theory • Transformational and transactional leadership 	
Unit 8 Power, Politics, and Influence	4Lhr
<ul style="list-style-type: none"> • Sources of power • Political behavior in organizations • Ethical leadership 	
Unit 9 Organizational Culture	4Lhr
<ul style="list-style-type: none"> • Types and functions • Creating and sustaining culture • Cultural change 	
Unit 10 Conflict Management and Negotiation	4Lhr
<ul style="list-style-type: none"> • Types of conflict • Conflict resolution styles • Negotiation techniques 	
Unit 11 Organizational Change and Development	4Lhr
<ul style="list-style-type: none"> • Change management models (Lewin, Kotter) • Resistance to change • OD interventions 	
Unit 12 Contemporary Issues in OB and Leadership	5Lhr
<ul style="list-style-type: none"> • Diversity, equity, and inclusion (DEI) • Remote work and digital leadership • Ethical challenges and crisis leadership 	

Reference / Suggested Readings

Robbins, S. P., & Judge, T. A. (2022). *Organizational behavior* (19th ed.). Pearson. ([Pearson](#))

Yukl, G. A., & Gardner, W. L. (2024). *Leadership in organizations* (9th ed.). Pearson. ([Blackwell's](#))

Goleman, D. (1995). *Emotional intelligence: Why it can matter more than IQ*. Bantam Books. ([Wikipedia](#))

Far Western University
Faculty of Humanities and Social Sciences
Master of Public Administration and Leadership (One Year)

Course Title: Political Economics

Course Code: MPAL 614

Level: One Year Master of Public Administration and Leadership

Credit Hours: 3

Semester: First

Teaching Hours: 48

Course Description:

This course explores the intersection between politics and economics, focusing on how political institutions, the political environment, and the economic system influence each other. It examines major schools of political economic thought, contemporary global economic governance, public choice theory, development strategies, and the impact of political and economic policies on public administration.

Course Objectives:

By the end of the course, students will be able to:

1. Understand key theories and ideologies in political economy.
2. Analyze the role of state, market, and institutions in economic development.
3. Evaluate how political decisions shape economic outcomes and vice versa.
4. Examine public policies through the lens of political economy.
5. Apply political economic perspectives to governance and administrative reforms.
6. Analyze the history of political economy of Nepal

Course Units and Contents:

Unit 1: Introduction to Political Economy **3 hrs.**

- Meaning and scope of political economy
- Evolution from classical economics to modern political economy
- Importance of political economy in public administration

Unit 2: Theoretical Foundations **6 hrs.**

- Classical thinkers: Adam Smith, David Ricardo, Karl Marx
- Neo-classical and New Keynesian theories

- Institutional political economy
- Capitalism, socialism, and mixed economies

Unit 3: Political Institutions and Economic Performance **6 hrs.**

- Role of political institutions (democracy vs totalitarianism)
- Corruption, rent-seeking, and institutional efficiency
- Role of institutions in shaping economic outcomes

Unit 4: Public Choice and Government Failure **6 hrs.**

- Buchanan public choice theory and rational choice models
- Principal-Agent problem
- Political behavior of voters, politicians, and bureaucrats
- Market failure vs government failure

Unit 5: Political Economy of Development **6 hrs.**

- Development strategies: state-led vs market-led
- Role of aid, FDI, and trade policy
- Role of WTO, IMF, and World Bank
- Trade wars, sanctions, and economic diplomacy

Unit 6: Political Economy of Policy Reform **6 hrs.**

- The rise and fall of Washington consensus
- Liberalization, privatization, and Globalization
- Structural Adjustment Programs (SAPs)
- Social safety nets and tax reforms

Unit 7: Contemporary Issues in Political Economy **7 hrs.**

- Political economy of climate change and the Green Transition
- Poverty, Inequality and Redistribution
- Geopolitical Fragmentation and Economic Nationalism

- Risks of Artificial Intelligence: Technological dependency, digital anarchy and automation of public jobs.
- Impact on employment: automation, job displacement, and reskilling.
- Risks of technological dependency and digital colonialism.

Unit 8: Political Economy of Nepal

8 hrs.

- Historical overview of economic policy in Nepal: Rana regime, planned development, liberalization (1990s), and federalism
- Political instability and its impact on economic growth
- Federalism and resource distribution: challenges and opportunities
- Foreign aid dependency and policy sovereignty
- Remittance economy
- Public enterprises and governance failure
- Corruption, patronage networks, and bureaucracy

Evaluation System: Political Economics (Semester System)

Credit Hours: 3

Total Marks: 100

Evaluation Components: Internal (40%) + Final Examination (60%)

A. Internal Evaluation – 40 Marks

Component	Marks	Description
1. Attendance and Class Participation	5	Based on regularity, involvement in discussions, and interaction.
2. Mid-Term Examination	10	One and half hrs. written exam.
3. Presentation / Seminar	5	Individual or group presentation on assigned topics or contemporary issues.

Component	Marks	Description
4. Term Paper / Assignment	10	Written analysis on a specific political economic topic or case study.
5. Case Study / Policy Brief	5	Focus on Nepal or regional/global political economy issue.
6. Class Test / Quiz	5	Objective or short-answer tests throughout the semester.

Total Internal Marks: 40

B. Final Examination – 60 Marks

- Conducted by the university or examination office.
- written exam based on the entire syllabus.
- Includes theory, critical analysis, case-based questions, and short answers.

References:

- Acemoglu, D., & Robinson, J. A. (2012). *Why nations fail: The origins of power, prosperity, and poverty*. Crown Publishing.
- Bardhan, P. (2005). *Scarcity, conflicts, and cooperation: Essays in political and institutional economics of development*. MIT Press.
- Binns, R. (2018). Algorithmic accountability and public sector AI. *Philosophy & Technology*, 31(4), 543–556. <https://doi.org/10.1007/s13347-018-0312-0>
- Buchanan, J. M., & Tullock, G. (1962). *The calculus of consent: Logical foundations of constitutional democracy*. University of Michigan Press.
- Gyanwaly, R.P. (2017). *Political Economy of Nepal*. Central department of economics
- Harari, Y. N. (2024). *Nexus: A brief history of information networks from the stone age to AI*. Penguin Random House.

North, D. C. (1990). *Institutions, institutional change and economic performance*. Cambridge University Press.

Rodrik, D. (2007). *One economics, many recipes: Globalization, institutions, and economic growth*. Princeton University Press.

Shrestha, B. (2015). *Political economy of Nepalese development*. Pairavi Prakashan.

Todaro, M. P., & Smith, S. C. (2020). *Economic development* (13th ed.). Pearson.

Upreti, B. R., Sharma, S. R., & Pyakuryal, K. N. (Eds.). (2012). *The remake of a state: Post-conflict challenges and state building in Nepal*. South Asia Regional Coordination Office of NCCR North-South.

Zuboff, S. (2019). *The age of surveillance capitalism: The fight for a human future at the new frontier of power*. PublicAffairs.

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Master of Public Administration and Leadership (One Year)

Course Title: Statistics for Public Administration

Course Code: MPAL615

Credit Hours: 2

Semester: First

Lecture Hours: 32

Course Description

This course introduces statistical concepts essential for effective public administration. It equips students with the ability to collect, analyze, interpret, and present data for evidence-based decision-making, policy formulation, planning, monitoring, and evaluation in the public sector.

Course Objectives

By the end of the course, students will be able to:

- Understand the role of statistics in public administration and governance.
- Apply basic statistical tools to public sector data.
- Analyze socio-economic and administrative data for policy decisions.
- Interpret statistical results for planning, budgeting, and evaluation.
- Use statistics ethically and accurately in public administration.

Course Contents

Unit 1: Introduction to Statistics

LH 7

Meaning and scope of statistics; Types of statistics: descriptive and inferential; Statistics in governance and public administration; Variable and its type; Types of data: qualitative and quantitative; Source of data: primary and secondary; Scale of data: nominal, ordinal, interval and ratio; Organizing of numerical data; Numerical descriptive measures: central tendency (mean, median, mode) and dispersion (standard deviation, variance and coefficient of variation).

Unit 2: Relationship among Variables

LH 5

Simple correlation: Type of simple correlation, methods of studying the correlation;
Simple Regression: Determining the simple regression equation using least square method;
Coefficient of determination and standard error of estimate; Use of correlation and regression in public administration.

Unit 3: Basic Probability

LH 5

Basic Terminology in Probability: Random experiments, outcomes, events and sample space; Approaches to Probability: Classical approach and subjective approach; Laws of Probability: additional rule, multiplication rule, marginal, and conditional probability.

Unit 4: Sampling and Estimation

LH 5

Sampling: Meaning of population and sample, concept of parameters and statistic, census versus sampling, sampling techniques, sampling distribution, standard error.

Estimation: Concept of estimation and criteria of good estimator, confidence interval estimation of the population mean for small and large samples and determining the sample size.

Unit 5: Hypothesis Testing

LH 10

Hypothesis: Concept and types of hypotheses: null and alternative hypothesis; Prerequisite for testing hypothesis: Level of significance, critical value of the test statistic, tails of a test and regions of rejection/non-rejection; Hypothesis testing using the critical value approach; Test of significance of large samples: single mean and double means; Test of significance of small Sample: single mean and double means (independent and dependent); Variance ratio test (F-test): Application of F-test, F-test for equality of population variances; Analysis of variance (ANOVA): one-way analysis of variance and two-way analysis of variance.

References

David M. Levine, Kathryn A. Szabat & David F. Stephan. (2013). "*Business Statistics*": A First Course. 7th edition, Pearson Education. Suggested references.

Douglas A. Lind, William G. Marchal & Samuel A. Wathen, (2008). "*Statistical techniques in Business and Economic*"s. 13th edition, Tata McGraw hill, India.

Gupta, S.C. (2007). "*Fundamentals of Statistic*"s. 6th Edition, Sultan Chand & Sons, New Delhi.

Groebner, D. F., Patrick W. Shannon, Phillip C. Fry & Kent D. Smith. (2008). "*Business Statistics*": A Decision-Making Approach. 7th Edition, Pearson, Singapore.

Chand D.B & Joshi, Kabiraj (2020). "*Statistics for Management* " Pinnacle Publication, Kathmandu.

Macfie, B. P. & Nufrio P. M. (2017). "*Applied Statistics for Public Policy*". New Delhi: Prentice.