

# Introductory Course in Social Science I

IC/106

Credits 3

## Unit 1 Fundamentals of Sociology

1. Emergence of Sociology as a discipline
2. Nature of Sociology
3. Primary concepts: society, community, institutions, status and role
4. Socialization and Culture: Process of Socialization, Characteristics and Functions of Culture

## Unit 2 Introduction to Political Science

1. Emergence of Political Science as a discipline.
2. State: Meaning and elements.
3. Forms of government: Federal and Unitary, Parliamentary and Presidential
4. Democracy: Meaning, Direct and Indirect Democracy

## Unit 3 Fundamentals of Public Administration

1. Public Administration - Meaning, Nature and Scope of Public Administration
2. Significance of Public Administration
3. Organisations - Formal and Informal
4. Principles of Organisation – Hierarchy, Unity of Command and Span of Control

## Suggested Readings

1. Bottomore, T.B., 1994, Sociology: A Guide to Problems and Literature, Blackie and Sons: Chennai
2. Giddens, Anthony., 1998, Sociology, Cambridge: Polity Press
3. Inkeles, Alex., 1996, What is Sociology?: An Introduction to Discipline and Profession, New Jersey: Prentice Hall
4. Davis, K., 1949, Human Society, The Macmillan Co: New Delhi
5. Gisbert, P., 2010, Fundamentals of Sociology, Orient Blackswan Private Limited: New Delhi
6. MacIver, R.M. & C.H. Page., 1949, Society: An Introductory Analysis, Holt, Rinehart and Winston: New York
7. Young, K & R.W. Mack, 1986, Systematic Sociology: Text and Readings Affiliated East West Press Ltd: New Delhi
8. Rawat, H.K., 2007, Sociology: Basic Concepts, Rawat Publications: Jaipur
9. Johnson, H.M., 1973, Sociology, Allied Publisher: Bombay
10. Haralambos, M. & R.M. Heald, Sociology: Themes and Perspectives, Oxford University Press: New Delhi
11. Gauba, O.P., 2009, An Introduction to Political Theory, McMillan Publishers India Ltd: New Delhi
12. Heywood, Andrew, 2004, Political Theory: An Introduction, Palgrave MacMillan: New York
13. Kapoor, A.C., 2010, Principles of Political Science, S.Chand: New Delhi

14. Ramaswami, S., 2002, Political Theory: Ideas and Concepts, Macmillan: Delhi
15. Ray, Amal & Bhattacharya, Mohit, 2013, Political Theory: Ideas & Institutions, World Press Private Ltd.: Kolkata
16. Varma, S. P., 1983, Modern Political Theory, Vikas: New Delhi
17. Naidu, S.P., 1996, Public Administration: Concepts and Theories, New Age International (P) Ltd Publishers: New Delhi
18. Myeni, S. R., 2016, Principles of Public Administration, Allahabad Law Agency: Haryana
19. Sharma, M.P., 2014, Public Administration in Theory and Practice, Kitab Mahal: New Delhi
20. Bhattacharya Mohit, 2012, Public Administration, The World Press Private Limited: Kolkata