

**B. A. First Year**  
**Semester I Course II**  
**Central & State Administration**  
**Course Code – U-PUA-124**

Max marks: 50

Credits: 2

Total no. of Periods: 4

Days: Monday, Tuesday, Wednesday, Thursday

Time: 8.00-8.45 am

<b>Unit no.</b>	<b>Title of the Unit</b>	<b>Sub-title</b>	<b>Lectures Required</b>	<b>From</b>	<b>To</b>
1.	Salient Features of Indian Administration	Administration in Maharashtra	10	22/09/2020	14/10/2020
2.	Classification of Civil Services	Union Public Service Commission State Public Service Commission	12	15/10/2020	4/11/2020
3.	Central Government and Administration	Prime Minister's Office Cabinet Secretariat O & M	06	5/11/2020	1/12/2020
4.	Supreme Court of India: Organizational Set up & Structure	High Court District Court	10	2/12/2020	19/12/2020
5.	Administrative Agencies	Election Commission: National & State NITI Ayog National Human Rights Commission: National & State	12	21/12/20	7/01/2021

**B. A. First Year**  
**Semester II      Course IV**  
**Law & Order Administration**  
**Course Code: U-PUA-224**

Max marks: 50

Credits: 2

No of periods: 04

Days: Monday, Tuesday, Wednesday, Thursday

Time: 8.00-8.45 am

<b>Unit no.</b>	<b>Title of the Unit</b>	<b>Sub-title</b>	<b>Lectures Required</b>	<b>From</b>	<b>To</b>
1.	Law & Order: Meaning, Elements	Home Affairs Ministry Secretariat of Home Affairs: Structure	06	10/03/2020	25/03/2021
2.	Law & Order in Various Periods	Sindhu Period: Civilization Veda Period: Judiciary System Maurya Period: Administrative Set-up Mugal Period: Revenue System British Legacy: Modern Administrative Set-up	10	20/03/2021	15/04/2021
3.	Revenue Administration	Ministry of Revenue Directorate of Revenue: Structure & Hierarchy District Collector	10	16/04/2021	06/05/2021
4.	Police & Prison Administration	Central Bureau of Investigation & Crime Investigation Department Director of Police, Maharashtra: Structure, Functions District Superintendent of Police District Prison Officer	12	07/05/2021	27/05/2021
	Administrative Reforms	Meaning, Objective Administrative Reforms Commission: I Administrative Reforms Commission: II	06	28/05/2021	04/06/2021

**B. A. Second Year**

**Semester III Course VI**

**Rural Development Administration (In Maharashtra)**

Max marks: 50

Credits: 2

Total no. of Periods: 4

Days: Monday, Tuesday, Wednesday, Thursday

Time: 8.00-8.45 am

<b>Unit no.</b>	<b>Title of the Unit</b>	<b>Sub-title</b>	<b>Lectures Required</b>	<b>From</b>	<b>To</b>
1.	Rural Local Self Government	Meaning & Importance	04	13/07/2020	17/07/2020
2	Evolution of Panchayat Raj	Balwant Rai Mehta Committee Vasant Rao Naik Committee 73rd Constitutional Amendment	16	20/07/2020	13/08/2020
3	Three Tier System- Composition & Functions	Zila Parishad Panchayat Samiti Gram Panchayat	18	17/08/2020	16/09/2020
4.	Problems of Rural Local Governance	Women Leadership b. Health Services	10	21/09/2020	07/10/2020

**B. A. Second Year**

**Semester IV      Course VIII**

**Urban Development Administration (In Maharashtra)**

Max marks: 50

Credits: 2

Total no. of Periods: 04

<b>Unit no.</b>	<b>Title of the Unit</b>	<b>Sub-title</b>	<b>Lectures Required</b>	<b>From</b>	<b>To</b>
1.	Urban Governance	Urbanization 74th Constitutional Amendment	12	22/02/2021	13/03/2021
2.	Urban Local Self Government: Composition & Functions	Municipal Corporation Municipalities Nagar Panchayat Cantonment Board	12	15/03/2021	05/04/2021
3.	Problems of Urban Local Self Government	Slums Waste Management Water Crisis Traffic & Transport	12	13/04/2021	01/05/2021
4.	Urban Development Programme	SMART City AMRUTH	12	03/05/2021	25/05/2021

**B.A.Third Year**  
**Semester V Course IX**  
**Rural Local Self Government**

Max marks: 50

Credits: 2

No of periods: 04

<b>Unit no.</b>	<b>Title of the Unit</b>	<b>Sub-title</b>	<b>Lectures Required</b>	<b>From</b>	<b>To</b>
1.	<b>Rural Local Self Government</b>	Meaning, Nature, Scope,Function	06	13/07/2020	20/07/2020
2.	Evolution PR		12	22/07/2020	11/08/2020
3.	73 rd constitutional Amendment	characteristic	06	12/08/2020	20/08/2020
4.	Three Tier System	Evolution	12	24/08/2020	14/09/2020
5	Problems of RLSG		12	15/09/2020	06/10/2020

**Semester V      Course X**  
**Financial Administration**

Max marks: 50

Credits: 2

No of periods: 04

<b>Unit no.</b>	<b>Title of the Unit</b>	<b>Sub-title</b>	<b>Lectures Required</b>	<b>From</b>	<b>To</b>
<b>1.</b>	Financial Administration	Meaning, Importance	8	<b>17/07/2020</b>	<b>25/07/2020</b>
<b>2.</b>	Budget	Meaning, Importance. Types Principles of Budget	8	<b>31/07/2020</b>	<b>14/08/2020</b>
<b>3.</b>	Budgetary Process	Preparation Legislation Execution	12	<b>21/08/2020</b>	<b>11/09/22020</b>
<b>4.</b>	Financial Machineries: Organization & Functions	Finance Ministry Reserve Bank of India	10	<b>18/09/2020</b>	<b>03/10/2020</b>
<b>5.</b>	Accounts and Audits	Meaning, Importance, Comptroller & Auditor General in India	06	<b>09/10/2020</b>	<b>16/10/2020</b>
<b>6.</b>	Financial Committees	Estimate Committee Public Accounts Committee Public Undertakings Committee	12	<b>17/10/2020</b>	<b>06/11/2020</b>

**Semester VI      Course XII**  
**Urban Local Self Government**

Max marks: 50

Credits: 2

No of periods: 04

<b>Unit no.</b>	<b>Title of the Unit</b>	<b>Sub-title</b>	<b>Lectures Required</b>	<b>From</b>	<b>To</b>
1.	<b>Urban Local Self Government</b>	Meaning, Nature, Scope, Function	06	22/02/2020	02/03/2021
2.	74 rd constitutional Amendment	characteristic	06	03/03/2021	08/03/2021
3.	ULSG		12	09/03/2021	31/03/2021
4.	Problems of RLSG		12	01/04/2021	26/04/2021
5.	Urban Development program		12	27/04/2021	13/05/2021

### Semester VI Course XIII

#### Emerging Trends & Issues in Public Administration

Max marks: 50

Credits: 2

No of periods: 04

<b>Unit no.</b>	<b>Title of the Unit</b>	<b>Sub-title</b>	<b>Lectures Required</b>	<b>From</b>	<b>To</b>
1.	Development Administration	Meaning, Characteristics Nature, Functions	08	02/07/2021	06/03/2021
2.	Disaster Administration	Concept of Disaster Disaster Administration Machinery (National, State, District)	08	12/03/2021	20/03/2021
3.	Environment Administration	Meaning, Nature & Importance	08	26/03/2021	03/04/2021
4.	NPL	Development: SDGs	08	09/04/2021	17/04/2021
5.	Peoples Participation		08	23/04/2021	01/05/2021
6	Challenges Before Public Administration		08	07/05/2021	21/05/2021