Rajarshi Shahu Mahavidyalaya (Autonomous), Latur

Teaching Plan

Department of Public Administration

Term I: 06 Dec. 2023 to 29 March 2024

Details of the Classes to be taught

No.	Class	Name of the teacher	Course	Total No. of Periods
01	B. A. I	Dr. Vandana Mishra	Basic Principle of Public Administration -III	4
03	B. A. I	Dr. Vandana Mishra	Digital Governance -I	2
07	B. A. III	Dr. Vandana Mishra	Emerging Trends & Issues in Public Administration-XIII	3

Dr. Vandana Mishra
Teacher

Dr. Vitesh B. Nikte
I/c HoD

Dr. Mahadev Gavhane
Principal
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Structured Work Plan for

(06 Dec. 2023 to 29 March 2024)

Sr. No.	Class	Name of Asst. Prof.	Subject	Course Code	Paper
1	B.A.F.Y	Dr. Vandana Mishra	Public Administration	101PBA2103	Basic Principles of Public Administration – II

Sr. No.	Unit and Chapter to be covered	Date	No of Lectures	Academic Activities to be Org	No. of Test/ Assignment with topic and date
1	Chapter 1. **Administration and Management** Meaning, Salient features Functions of Management, Management and Administration	06/12/2023 to 02/01/2024	16		
2	Chapter 2. **Principles of Organization** a. Hierarchy b. Span of Control c. Unity of Command d.Coordination	03/01/2024 to 07/02/2024	16	Activity-based test	Assignment for Topic I & II
3	Chapter 3. **III Management concepts in Administration** a. Leadership b. Delegation of Authority c. Motivation d. Communication	08/02/2024 to 07/03/2024	16	Seminar	
4	Chapter 4 **Administrative Law:** Meaning, Scope & Significance	11/03/2024 to 28/03/2024	12	Discussion on Exam	

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Sr. No.	Class	Name of Asst. Prof.	Subject	Course Code	Paper
1	B.A.T.Y	Dr. Vandana Mishra	Public Administration	U-PUA-626	Emerging Trends & Issues in Public Administration-XIII

Sr. No.	Unit and Chapter to be covered	Date	No of Lectures	Academic Activities to be Org	No. of Test/ Assignment with topic and date
1	Chapter 1. **New Public Management** Meaning, Nature, Scope, Characteristics	07/12/2024 to 30/12/2024	12		
2	Chapter 2. **Development Administration** a. Meaning, Characteristics b. Nature, Functions	4/01/2023 to 27/01/2024	10		Assignment for Topic I & II
3	Chapter 3. **Disaster Administration** a. Concept of Disaster b. Disaster Administration Machinery (National, State, District)	01/02/2024 to 17/02/2024	09	Activity-based test	
4	Chapter 4. **Environment Administration** a. Meaning, Nature & Importance b. Sustainable Development: SDGs	22/02/2024 to 09/03/2024	09	Discussion on Exam	Guest Lecture
5	Chapter 5. **Issues in Public Administration** a. Citizen Participation b. Administrative Culture c. New Public Service d. Job Satisfaction	14/03/2024 to 28/03/2024	09		

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