

Department of Public Administration

Teaching Plan

2018 to 2019)

Name of the Teacher: C.. D. Bansode Assi. Prof.

| Sr. No. | Class | Semester | Course | Paper |
|----------------|-----------------|-----------------|---------------|--|
| 1 | B.A. I | II | IV | Principles of Public Administration |
| 2 | B.A. III | VI | XIV | Administrative Thinkers & Theories - II |

III Principles of Public Administration

| Sr. No. | Unit and Chapter to be covered | Date | No. of Lectures | Academic activities to be organized |
|---------|--|-----------------------------|-----------------|-------------------------------------|
| 1 | Principles of Organization - I a) Hierarchy: Meaning, Merits & Demerits b) Span of Control : Meaning, Merits & Demerits c) Unity of Command : Meaning, Merits & Demerits Principles of Organization - II | 29/11/18- 19.12.2018 | 12 Periods | Guest Lecture |
| 2 | (a) Centralization and Decentralization : Meaning, Merits & Demerits b) Delegation : Meaning, Types & Importance c) Authority & Responsibility : Meaning & Characteristics Line and Staff Agencies : Meaning, Types & Functions | 20.12.2018- 9.1.2019 | 12 Periods | Elocution/Debate |
| 3 | Chief Executive : Types, Functions & | 10.1.2019- 7.2.2019 | 12 Periods | |
| 4 | Qualities of Good Executive Control over Public Administration | 11.2.2019- 26.2.2019 | 10 Periods | |
| 5 | a. Panchyat Raj b. Ombudsman | 27.2.2018- 18.3.2018 | 10 Periods | |

XIV administrative thinkers and Theories

| Sr. No. | Unit and Chapter to be covered | Date | No. of Lectures | Academic activities to be organized |
|----------------|--|---------------------------|------------------------|--|
| 1 | 1. Elton May a) Hawthore Experiment b) Human Approach. | 29.11.2018- 12.12.2018 | 10 periods | Guest Lecture |
| 2 | Chester Bernard a) Organization b) Communication | 14.12.2018 | 10 periods | Debate |
| 3 | Herbert Simon a) Behavioural Approach b) Decision Making | 29.12.2018- 18.1.2019 | 10 periods | Group Discussion |
| 4 | Mery Parker Follet a) Leadership b) Conflict & Integration | 29.1.2019- 21.1.2019 | 12 periods | |
| 5 | Motivational Theory a) Abraham Moslow b) Duglas Mack Gragor c) Fredrick Herz Berg | 22.2.2019- 16.3.2019 | | |