Department of Public Administration

Minutes of Board of studies

16/03/2023

Minutes of Board of studies in Public Administration held on 16.03.2023

A zoom meeting & offline mode of Board of Studies in Public Administration under Chairmanship of Dr. Vitesh Nikte Head of the Department was held on 16.03.2023, Time 3.15 P.M. at Dept. regarding curriculum of UG-I & II Courses in Public Administration.

Agenda of the meeting was as follows:

1. To confirm the minutes and action taken report of earlier BoS meeting held on 10.00 A.M. dated 07.10.2022.
2. To discuss and approve the feedback on curriculum collected from various stakeholders.
3. To Finalize Syllabus of B.A. I Public Administration under NEP-2020.
4. To revise Syllabus of B.A II of Public Administration.
5. Any other subject with the permission of chair.

The meeting was held on-line on dt. 16.03.2023, Time 3.15 P.M. noon.

1) Prof. Vitesh Nikte, Chairman moved an agenda of the meeting. Following decisions are taken. The first year complete curriculum was changed in 2019-20, second year was changed in 2020-21 As per norms, in the year 2022-23, again the curriculum of first year will be changed wherever is necessary. Dr. Jayashri Bridawade moved motion of Congratulations for such an excellent curriculum. Dr. Vilas Gaikwad added that probably this is the best syllabus in the State of Maharashtra. Dr. Ashok Gaikwad said that the parent university also follow the curriculum while designing it's one. Unanimously, the title remained as it were and few contents are changed.

2) As per suggestions made by the CDCC, each Course will have 5 units. Accordingly, all the Courses are re-structured.

3) By the suggestions of all, changes made in the content are as following:

No	Course Title	Course Code	Unit no	Previous content	Updated content
1.	Basics of Public Administration	U-PUA-123	II	a)1887-1926: Period of Dichotomy (b)1927- 1937: Theory Building in Public Administration, c) 1938-1947:Behavioral Movement, e) 1948 - 1970: Post World War -Phase, f) 1990	**Unit III** **Evaluation of Public Administration in India** as Subjects and as Institutions

			Onwards:-Period of New Trends	
2.	Central & State Administration	U-PUA-124	I	**Unit I Salient Features of Indian Administration** a) Salient Features of Administration in India	**Unit I Salient Features of Indian Administration** a) Salient Features of Administration in India b) Salient Features of Administration in Maharashtra
					Add this Unit III **Central & State Government** a) Prime Ministers b) Presidents c) Governor
				Unit IV Administrative Agencies a) Election Commission: National & State b) NITI Ayog & Previous Planning Agency c) National Human Rights Commission: National & State	**Unit V Administrative Agencies** a) Election Commission: National & State b) NITI Ayog c) National Human Rights Commission: National & State **d) Women's Commission: National & State**
3.	Principles of Public Administration	U-PUA-223	I	Administration and Management: Meaning, Salient features, functions of management, Management and Administration	**Unit I Principles of Organization** a. Hierarchy b. Span of Control c. Unity of Command d. Coordination
			II	Unit **II** **Administration and Management:** Meaning, Salient features, Functions of Management, Management and Administration	

			III	**Unit III Management concepts in Administration** a. Leadership b. Delegation of Authority c. Motivation d. Communication	
			IV	**Unit IV** **Administrative Law**: Meaning, Scope & Significance	
			V		**Add Unit V** **Public Relations** Meaning, Scope & Importance
4.	Law & Order Administration Changing name **Ancient & Modern** **: Law & Order Administration**	U-PUA-224	I	**Unit I Law & Order:** **Meaning, Elements** • Home Affairs Ministry • Secretariat of Home Affairs: Structure	**Law & Order:** a) Law & Order: Meaning, b) Elements & c) Principles
			II	**Unit II Law & Order in Various Periods** a) Sindhu Period: Civilization b) Veda Period: Judiciary System c) Maurya: Period of Administrative Set-up d) Mugal Period: Revenue System e) British Legacy: Modern Administrative Set-up	**Unit II Law & Order in Various Periods** a) Sindhu Period: Civilization b) Veda Period: Judiciary System c) Maurya: Period of Administrative Set-up d) Mugal Period: Revenue System e) **Shivkalin Period: Justice & Revenue System** f) British Legacy: Modern Administrative Set-up
					Judiciary System in India a) Supreme Court of India b) High Court c) District Court

			III	Revenue & Police Administration a)The Department of Revenue b)District Collector c)Central Bureau of Investigation & Crime Investigation Department d)Director of Police, Maharashtra: Structure, Functions e)District Superintendent of Police f)District Prison Officer	Create IV & V unit And some points add **Unit IV Revenue Administration** a)The Department of Revenue b)District Collector c) Tahasilsar d) Talathi
					Unit V Police Administration a) Home Affairs Ministry b) Central Bureau of Investigation & Crime Investigation Department c) Director of Police, Maharashtra: Structure, Functions d) District Superintendent of Police

4) Dr. Ashok Gaikwad opined that the previous question paper pattern was very interesting in which 3 or 4 questions were asked carrying 2, 3 & 6 marks each. It should be continued was suggestion made by Him.

The Following decision were taken by all members under NEP-2020

Semester	New Courses	Credits	Marks	Lectures per Week
I	**Major I** **Basic of Public Administration – I**	4	100	4
I	**Major 2** **Central & State Administration**	4	100	4
I	**Minor – I** **Youth Welfare Administration**	4	100	4
I	**Generic Elective- I** **Shivkalin Administration**	4	100	4
II	**Major I** **Principles of Public Administration**	4	100	4
II	**Major 2** **Ancient Law & Order Administration**	4	100	4
II	**Minor – I** **Rvenu Administration (Mulki Prashasan)**	4	100	4
II	**GE- I** **Cyber Crime Administrative Issues / Chankya Niti**	4	100	4
	Mini Project	2	50	Student Engagement
	Total	**34**	**850**	

At the end of the meeting, Dr. Vandana Mishra moved the Vote of thanks.

Dr. Vitesh Nikte

Chairman

Following members were present:

1) Dr. Jadhav Mahadev
2) Dr. vandana Mishra
3) Dr. Ashok Gaikwad   Online
4) Dr. Vilas Gaikwad   Online
5) Dr. Jayashri Bridawade   Online
6) Mr. Ganesh Salunke
7) Dr.Prakash Rodiya

Head,/Chairman
Department of Public Administration
Rajarshi Shahu College, Latur

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