

अंतरी पेद्यु शान्दयोगेन



NORTH MAHARASHTRA UNIVERSITY, JALGAON

SYLLABUS FOR S.Y.B.A. PUBLIC ADMINISTRATION

**Special Paper-I (S-1) Local Government,
Special Paper-II (S-2) Development Administration,
General Paper-II (G-2) Elements of Public Administration in
India.**

With Effect From July, 2003

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NORTH MAHARASHTRA UNIVERSITY, JALGAON

SYLLABUS FOR S.Y.B.A. PUBLIC ADMINISTRATION

Special Paper-I (S-1)

LOCAL GOVERNMENT

Special Reference to India

(With Effect From July, 2003)

SECTION-I

1. Historical Evolution, with reference to main aspects of the subject.
2. Committees-Balvantroy Mehata Samittee, V.P. Naik Samittee, P.B. Patil Samittes.
3. Election, Role and Functions in Panchayat Raj.
4. Womens and other categorie's role in Local Government.

SECTION-II

1. History of Urban Administration in India.
2. Urban Local bodies - Municipal Corporation, Organization, Power, Funotions, leadership and finance.
3. Metropolitan Problems.
4. Relation with State Government.

Reading and Reference Books.

- 1) G. Ram Reddy - Pattern of Panchayat Raj in India (Delhi Macmillan Co. of India 1977).
- 2) Avasthi A. - Municipal Administration in India. (Agra Laxmi Narayan Agrawal, 1972)
3. Dr. A.Y. Darshankar - Panchayat Raj and Urban Administration. (Kailash Publication, Aurangabad, 1992).
4. Dr. W.B. Patil - Panchayat Raj, Mangesh Prakashan, Nagpur, 1999.
5. S.K. Bhogale - Panchayat Raj.
6. N.R. Inamdar, Lokprashasan.

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SYLLABUS FOR S.Y.B.A. PUBLIC ADMINISTRATION

Special Paper-II (S-2)

DEVELOPMENT ADMINISTRATION

(With Effect From July, 2003)

SECTION-I

1. Development Administration - Meaning, Nature, Scope and Significance.
2. Machinery of Development Planning in India.
3. Development of Agriculture Administration in India.
4. Industrial Policies in India.

SECTION-II

5. Education Policies and Organisation in India.
6. Social Welfare Development in India.
7. Health and Medicine Policies, Organisation in India.
8. Panchayat Raj as an agency for Development Administration.

Reference Books.

- 1) Chatterjee S.K. - Development Administration (With Special Reference to India), Surjeet Publication.
- 2) Panandikar V.A. - Development in India (Macmillan, 1974).
- 3) Dr. V.B. Patil - Vikas Prashasan, Vidya Prakashan, Nagpur, 1999.
- 4) N.R. Inamdar-Lokprashasan.

मंती देवु ज्ञानयोत



NORTH MAHARASHTRA UNIVERSITY, JALGAON

SYLLABUS FOR S.Y.B.A. PUBLIC ADMINISTRATION

General Paper-II (G-2)

ELEMENTS OF PUBLIC ADMINISTRATION IN INDIA

(With Effect From July, 2003)

SECTION-I

1. Nature and Scope of Public Administration.
2. Organisation - Chief Executive, Staff and Line agencies.
3. Form of Organisation - Department, Commission, Boards, Public Corporation.
4. Management - Leadership, Policy formulation, Planning, Communication, Public Relation.

SECTION-II

5. Personnel Administration-Civil Services-Recruitment, Promotion, Training, Conditions of Service.
6. Financial Administration - Budgetary Process, Financial Committees.
7. Judicial Administration - Delegated Legislation, Administrative tribunals in India.
8. Aids to Efficiency and Internete - One Window System in Maharashtra.

REFERENCE BOOKS.

- 1) Avasthi and Maheswarics - Public Administration, Agra Laxmi Narayan Agrawal, 1984.
- 2) Sharan Permatna - Modern Public Administration (Meerut, Meenakshi Prakashan).
- 3) A.Y. Doushomkar - Public Administration, Kailash Publication, Aurangabad.
- 4) Dr. W.B. Patil-Public Administration, Mangesh Publication Nagpur, 1999.
- 5) N.R. Inamdar - Lokprashasan.
- 6) Shantaram Bhogale - Lokprashasan (सिद्धान्त म न्यवहार).