

Summary of the Lesson Plans of College Faculty

Name of the College: **Rajiv Gandhi Mahavidyalaya** Academic Session :**2018-19** Semester: **Odd/Even** For the Month of **July2018**

S.No	Name of the Assistant/Associate Professor	Subject	Topics/Chapters to be covered	Academic activity to be organized	Topic of Assignments/Tests to be given to the students
		Public Administration			
1	Dr. Upesh Malik	Elements of public add BA-1st Sem	Public add meaning, evolution, Nature, Scope & significance	Nil	Nil
2		Central administration BA-3rd Sem	British legacies over Indian administration, features of Indian administration, role of Indian administration in socio economic development	Nil	Nil
3		Urban Administration BA-5th Sem	Meaning, Evolution, features & significance of local government	Nil	Nil

Summary of the Lesson Plans of College Faculty

Name of the college: Rajiv Gandhi Mahavidyalaya

Academic Session :2018-19 Semester: Odd/Even For the Month of August 2018

S.No	Name of the Assistant/Associate Professor	Subject	Topics/Chapters to be covered	Academic activity to be organized	Topic of Assignments/Tests to be given to the students
		Public Administration			
1	Dr. Upesh Malik	Elements of public add BA-1 st Sem	Public administration relationship with political science, economics & law, public & private administration, new public administration, new public management	Nil	Nil
2		Central administration BA-3 rd Sem	Fundamental rights & duties, president, prime-minister & council of ministers, central secretariat, cabinet secretariat	Nil	Nil
3		Urban Administration BA-5 th Sem	73 rd & 74 th constitutional Amendment act, municipal corporation, municipal council	Nil	Nil

Summary of the Lesson Plans of College Faculty

Name of the college: Rajiv Gandhi Mahavidyalaya

Academic Session :2018-19 Semester: Odd/Even For the Month of
September2018

S.No	Name of the Assistant/Associate Professor	Subject	Topics/Chapters to be covered	Academic activity to be organized	Topic of Assignments/Tests to be given to the students
		Public Administration			
1	Dr. Upesh Malik	Elements of public admin BA-1 st Sem	Organization: meaning & bases, hierarchic, span of control. Coordination, supervision, control, communication, decentralization, delegation	Nil	Assignment1: public & private administration
2		Central administration BA-3 rd Sem	Ministry of home affairs, finance ministry, finance commission	Nil	Assignment1: fundamental rights & duties
3		Urban Administration BA-5 th Sem	Municipal committee, gram panchayat, panchayat samiti & zillah parishad	Nil	Assignment1:74 th constitutional Amendment act

Summary of the Lesson Plans of College Faculty

Name of the college: Rajiv Gandhi Mahavidyalaya

Academic Session :2018-19 Semester: Odd/Even For the Month of
October2018

S.No	Name of the Assistant/Associate Professor	Subject	Topics/Chapters to be covered	Academic activity to be organized	Topic of Assignments/Tests to be given to the students
		Public Administration			
1	Dr. Upesh Malik	Elements of public add BA-1 st Sem	Formal & informal organization, department, board, commission, corporation, chief executive, line, staff & auxiliary agencies, public relations	Nil	Assignment2: decentralization Test: meaning, nature, scope of public administration
2		Central administration BA-3 rd Sem	Comptroller, auditor general of India, civil service in India, union public service commission, recruitment & training of all India & central services	Nil	Assignment2: ministry of home affairs Test: features of indian administration
3		Urban Administration BA-5 th Sem	District planning committee, state finance commission, state election commission, urban- rural relationships & problems	Nil	Assignment2: municipal corporation Test: 73 th constitutional Amendment act

Summary of the Lesson Plans of College Faculty

Name of the college: Rajiv Gandhi Mahavidyalaya Academic Session :2018-19 Semester: Odd/Even For the Month of
November 2018

S.No	Name of the Assistant/Associate Professor	Subject	Topics/Chapters to be covered	Academic activity to be organized	Topic of Assignments/Tests to be given to the students
		Public Administration			
1	Dr. Upesh Malik	Elements of public ad BA-1 st Sem	Revision	Nil	Nil
2		Central administration BA-3 rd Sem	Revision	Nil	Nil
3		Urban Administration BA-5 th Sem	Revision	Nil	Nil