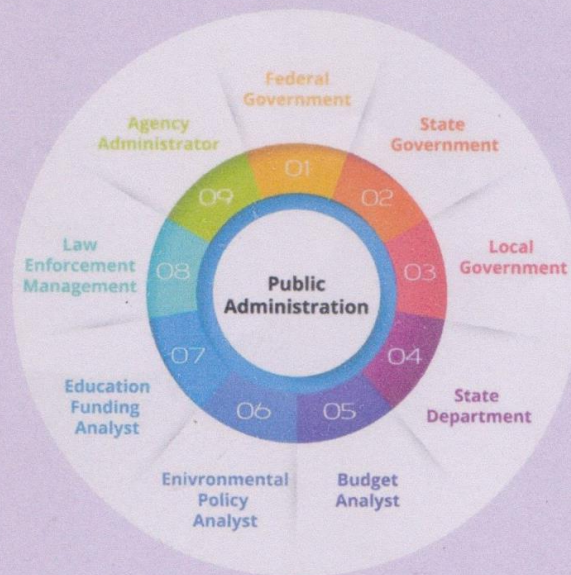


GURU NANAK KHALSA COLLEGE FOR WOMEN
GUJARKHAN CAMPUS, MODEL TOWN, LUDHIANA

DEPARTMENT OF PUBLIC ADMINISTRATION

SESSION (2022-23)



Dr. Maneeta Kahlon

Principal

Dr. MANEETA KAHLON
Principal
G.N.Kh. College for Women
Gujarkhan Campus, Model Town,
Ludhiana.

Dr. Parveen Arora

*Assistant Professor &
Head of Department*

Teaching Faculty



Dr. Parveen Arora
Assistant Professor & Head of Department

About The Department

Courses Offered

S.No.	Name of the Course	Duration
1	B.A.	3 years (6 Semesters)

Teaching Faculty

S.No.	Name of the Faculty Member	Educational Qualification
1.	Dr. Parveen Arora	Ph.D (Rural Development), M.Phil (Local Bodies), M.A (Pol.Sc.), M.A (Pub.Admn.), PGDESD, B.Ed, D.Lib

Student Strength

S.No.	Name of the Course	Student Strength
1.	B.A. First Year	49
2.	B.A. Second Year	29
3.	B.A. Third Year	19

Program Outcomes

This course provides the basic ideas and concepts of Public Administration, through this programme. The programme will make the students more confident and will enable them to pursue their choice which may include teaching, research, public services, executive work in the corporate and voluntary sectors. The Student is expected to imbue following qualities which will help them in their life to achieve goals:

- Provides students with learning experiences that develop broad knowledge and understanding of key concepts of Public Administration and equip them with advanced knowledge and understanding for analyzing and performing the tasks concerning public affairs and public policy;
- Nurture ability among students to apply the acquired knowledge and skills to find solutions to specific theoretical and applied problems in public administration settings;
- Develop abilities in students to come out with innovative prescriptions/solutions for the benefits of society, by diligence, leadership, team work and lifelong learning;
- Provide students with skills that enable them to get employment in public, private and non-government sectors; pursue higher studies or research assignments.

Course Outcomes (COs):

At the end of Program following outcomes are accepted from students:

- Learn about the fundamental aspects of Public Administration.
- Learn about the historical development of Indian Constitution.
- Learn about the discipline of Public Administration as a multidisciplinary field of study covering arts, science and management.
- Built Knowledge about administrative behavior.
- Learn about the salient features of theories of organization.
- Learn about the Neo-Human Relations.
- Learn about the preparation of Budget.
- After this degree programme students may have capabilities to start earning by enhancing their skills in the field of teaching, Public Service,
- Executive work in the corporate and voluntary sectors.

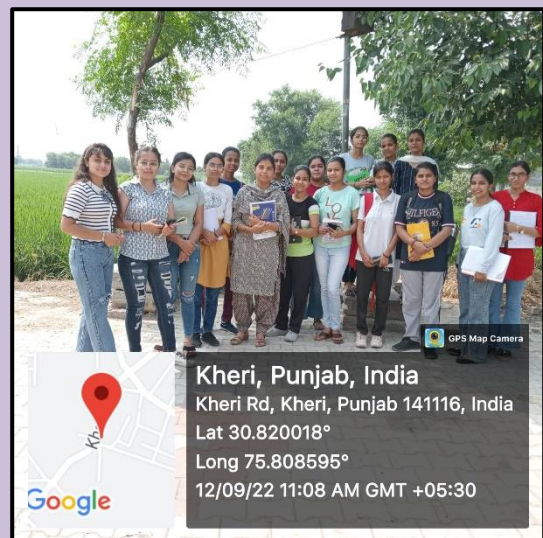
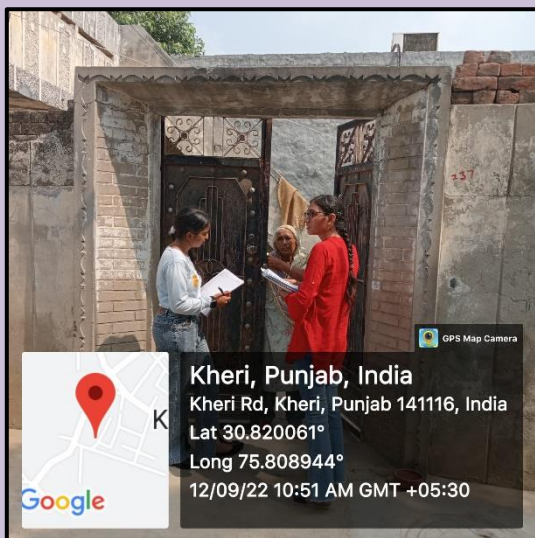
Year	Semester	Paper Title	Internal Assessment	Total Marks
1	I	Public Administration (Theory)	10	90
	II	Indian Administration	10	90
2	III	Personnel Administration	10	90
	IV	Financial Administration	10	90
3	V	Local Administration	10	90
	VI	Development Administration	10	90

Activities of Department of Public Administration

12th September, 2022

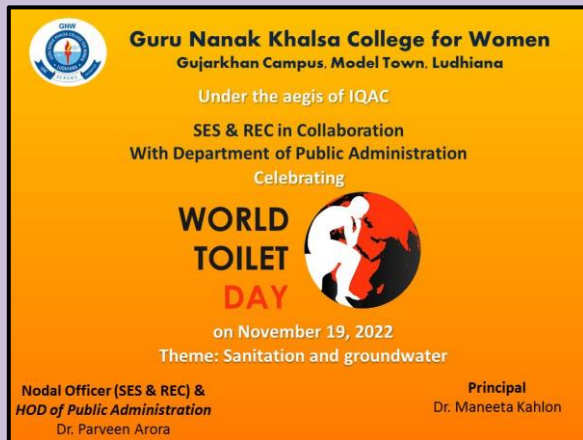
Educational visit to the two villages, Kheri and Jhameri of district Ludhiana

A visit to the two villages, Kheri and Jhameri of district Ludhiana was organized by the college. The students interacted with the members of PRIs and Gram Sabha to understand grassroot level information about the working and status of the activities at the village level. Students also conducted a door-to-door survey and interacted with the village residents. They visited two government schools and Anganwadi. Students also monitored the growth and watered the trees planted by them on the day of their first visit to the village. In addition, they also got an opportunity to discuss many Rural Development Schemes like MNREGA, Mid-day meal, SSA, etc. under the supervision and guidance of Dr. Parveen Arora. Madam Principal Dr. Maneeta Kahlon appreciated the efforts of the students for their participation in this educational visit.



19th November, 2022 World Toilet Day

An awareness lecture on the theme of 'Ground Water and Sanitation' was held on the campus to mark World Toilet Day. Dr. Praveen Arora highlighted the importance of sanitation and hygiene for better health, the environment, economies, and societies. Madam Principal Dr. Maneeta Kahlon urged that it is important to ensure that everyone has the access to hygienic and safe sanitation.



26th November, 2022 Indian Constitution Day

The 73rd Constitution Day was celebrated in the college on November 26, 2022. This day was observed to commemorate the adoption of the Constitution of India on November 26, 1949. On November 24, 2022, an intra-college online quiz competition on the theme “India- the Mother of Democracy” marked the commencement of the celebration. A total of 464 students from different streams participated in this quiz. In addition, the college organized the reading of the Preamble of the constitution and the recitation of the National Anthem. Dr. Parveen Arora made the students aware of the significance of the constitution. Lt. Sukhjit Kaur also highlighted the guiding principles of the Constitution. This activity was organized under the guidance of Dr. Parveen Arora and Lt. Sukhjit Kaur. Madam Principal Dr. Maneeta Kahlon congratulated everyone and motivated them to abide by the constitution.



13th April, 2023 132nd Birth Anniversary of Dr. B.R Ambedkar

The 132nd Birth Anniversary of National Hero Dr. B.R Ambedkar was celebrated in the college on April 13, 2023. The day is marked to commemorate the memory of Dr. B. R. Ambedkar, the principal architect of the Constitution of India and social reformer. On this occasion, a special assembly was conducted by Dr. Parveen Arora and Lt. Sukhjot Kaur to commemorate his teachings and works. Mrs. Seema Dua, Registrar of the college made students aware about the ethics and values they have to inculcate in their life. Total 53 students and cadets along with faculty members participated in this activity.

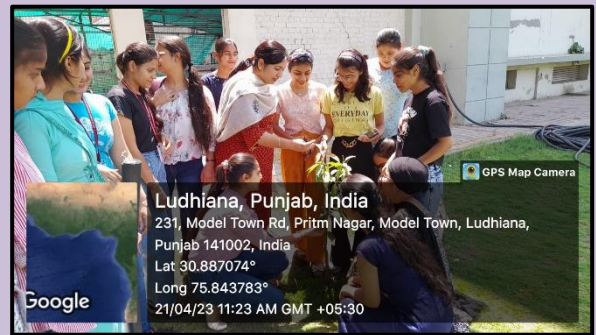
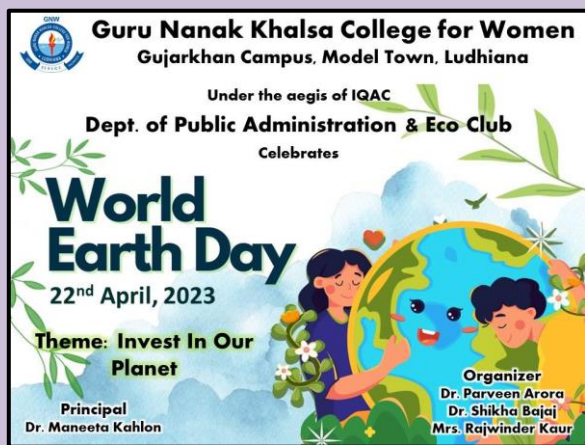
Madam Principal Dr. Maneeta Kahlon spoke on the impact and significance of Baba Sahib's ideology during the freedom struggle. She motivated the students to follow in his footsteps and inculcate his values in their lives to achieve their aim and uplift society.



21st April, 2023 World Earth Day

Earth Day was observed in the college on April 21, 2023. The theme of Earth Day 2023 is 'Invest in our Planet'. On this occasion, students were made aware of the various ways like carpooling, walking, purchase of eco-friendly products, recycle, reuse and reduce policy, using of compost pits, tree plantation and recycling of E-waste etc., through which they can save the environment.

Madam Principal Dr. Maneeta Kahlon encouraged the students to reduce, reuse and recycle the waste products.



24th April, 2023 National Panchayati Raj Day

National Panchayati Raj Day was celebrated in the college on April 24, 2023. The theme for this year was “sustainable panchayats: building, healthy, water, sufficient, clean and green villages”.

Dr. Parveen Arora was the resource person. She explained to the students about the importance of the Day & 73rd amendment act’s provisions. Mrs. Rajwinder Kaur, Member, Legal Literacy Club conducted an open discussion session with the students on the above theme.

While addressing the students, Madam Principal Dr. Maneeta Kahlon said that this year’s National Panchayati Raj Day holds a special significance as we would be commemorating 30 years of Panchayati Raj in India.

