

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

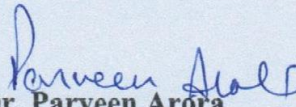
**Department of Public Administration
REPORT (2023-24 Odd Semester)**




Dr. Maneta Kahlon

Principal

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


Dr. Parveen Arora

Coordinator

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	35
2.	B.A. Second Year	37
3.	B.A. Third Year	18

About

Public administration as an activity is as old as human civilization. In the modern age the subject of Public Administration became the dominant factor of both public and private life. Public Administration as an independent subject of social science has a recent origin in 1887. Today modern state has an encompassing presence both in developed as well as developing countries and role of Public Administration has become very important. It is the basis of government; the instrument of change in the society; an agency for executing laws, policies, programme of nation and thereby plays a very important role in the life of people. The success of government largely depends on the ability of Public Administration to perform and deliver. It is not an exaggeration to say that every aspect of human life is within the range of Public Administration. As a subject of study Public Administration has become very popular among students. The Union Public Service Commission has introduced Public Administration as an optional subject since 1987. As a subject Public Administration is a popular choice among students in competitive exams..

Programme Objectives:

- Understand Public Administration theory and concepts from multiple perspectives;
- Acquaint with the functioning of the Indian Administration, at central, state and local levels and the responses of these system in addressing the concerns of the people;
- Understand the interface of theory and practice in public administration;
- Develop conceptual, analytic and problem-solving abilities among the learners;
- Understand the world of public administration from the public perspective and provide further studies in Public Administration.
- Understand the role of Public Services in India.

Programme Outcomes:

- Demonstrate knowledge of the core mechanism of Public Administration.
- Ability to demonstrate the core mechanism of public management.
- Ability to understand and apply the decision making, leadership and other professional skill.
- Ability to explain how different environment effect on public policy and administrative functions.

First year BA I(Sem-1)

Administrative Theory

Course Objectives:

- This introductory paper is aimed to acquaint the students to understand the theoretical aspects of Public Administration.
- To introduce the students with basic concepts and theories and principles of public administration.
- To understand the synthesizing nature of knowledge of public administration from public perspectives.
- Appreciate the nature, scope and changing paradigm of public administration.

Course Learning Outcomes:

- Students will be able to understand the meaning, relevance and historical development of Public Administration.
- Learner will be able to differentiate and relation of Public Administration with other social sciences.
- Learner will be able to define, understand and explain the organizational theories of the Public Administration.

Indian Administration (Sem-II)

Course Objectives:

- To understand the historical evolution and socio-economic, political and global context of Indian administration.
- To build a better understanding of the role of civil services in Indian administrative system.
- To understand the role of constitutional authorities in Indian administration.

Course Learning Outcomes:

- Through this course students will understand the role of Indian administration as a main instrument of State.
- Students will develop diverse knowledge of the Indian constitution and functioning of government.
- Students will also learn about the problem of corruption and role and significance of Lok Pal, Right to Information Act 2005 and Citizen Charter.

Second Year BA II (Sem-III)

Personnel administration

Course Objective: To understand the concepts, functioning, importance and issues of Personnel Administration and study the career system in Civil Services and methods of negotiation.

Course Learning Outcomes:

- Understand the concept, importance and scope of Personnel Administration.
- Understand Classification of Civil Services and appraise importance of All India Services and recruitment process.
- Analyze various aspects of Personnel Administration and examine their techniques.
- Compare various methods to strengthen Employer-Employee relations and evaluate Indian machinery for Negotiation.
- Examine and evaluate various issues in Personnel Administration.

Financial Administration (Sem-IV)

Course Objectives:

- To be able to comprehend the financial administration.
- To get to know about the budgetary processes in India.
- To acquaint the students with the nature and functioning of political system(s) and the political processes.
- To be able to understand the tax administration in India and parliamentary control over finance.

Course Learning Outcomes:

- The students will be able to generate an insight about the financial administration in India.
- They will understand and also differentiate between preparation and execution of budget in India.
- They will acquire an understanding of different types of taxes at center, state, and local level and method of taxation.

THIRD YEAR BA III (Sem-V)

Local Government in India

Course Objectives:

- To understand the concept of democratic decentralization.
- To trace the evolution of local government in India.
- To comprehend the institutional arrangements and processes of rural and urban governance.

Course Learning Outcomes:

- Learner will be able to critically appreciate the relationship of local governance and development.
- Appreciate the rural and urban institutional arrangements for development.
- Understand the features of 73rd and 74th constitutional amendment Act.

Development Administration (Sem-VI)

Course Objectives:

- To understand the concept of Development and Development Administration.
- Make the learner to understand the Planning machinery in India at central and state level.
- The course also helps to understand the role and participation of various agencies in Development Administration.

Course Learning Outcomes:

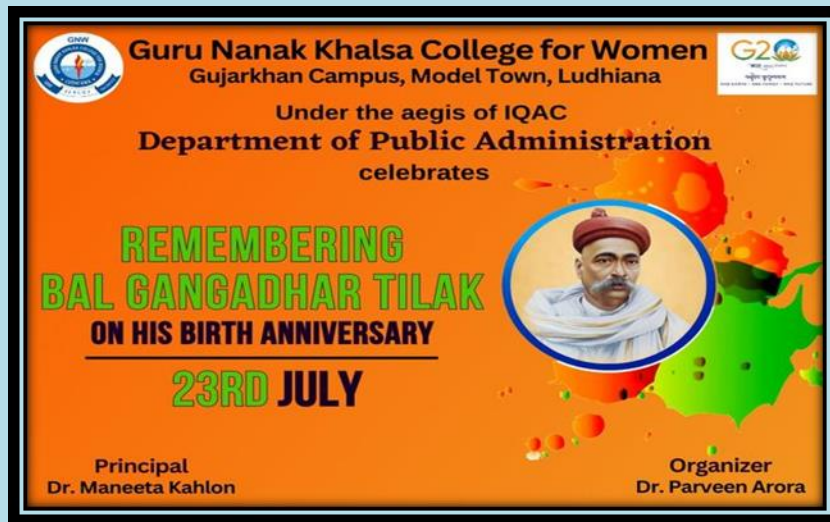
- The course aims to understand the differences between Developed and Developing countries.
- They will also be able to define the concept of Sustainable Development.
- The students will be able to understand the role of Local Bodies, Political Parties, NGO's, SHGs and Bureaucracy in development of a country.

BAL GANGADHAR TILAK BIRTH ANNIVERSARY

Under the aegis of IQAC, the Department of Public Administration celebrated the Birth Anniversary of Bal Gangadhar Tilak endeared as Lokmanya Tilak on July 23, 2023. During the interaction with the students, Dr. Parveen Arora Head of the Department of Public Administration informed students about the contributions of the great leader, Indian nationalist, a teacher and an independent activist, and the father of Indian unrest- Bal Gangadhar Tilak.

Link-

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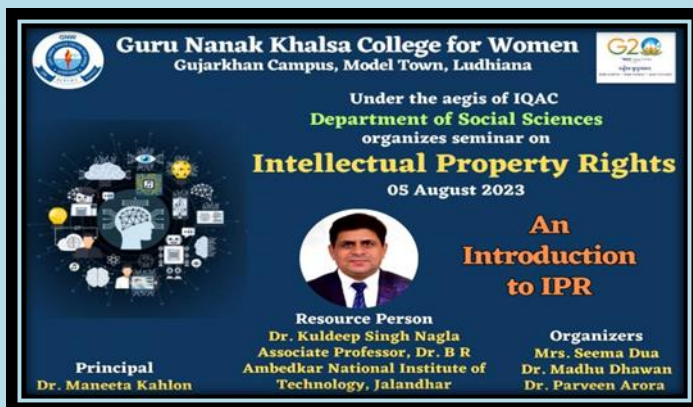
INTELLECTUAL PROPERTY RIGHTS AND ITS APPLICABILITY

Under the aegis of IQAC, the Department of Social Sciences of Guru Nanak Khalsa College Model Town organized seminar on “INTELLECTUAL PROPERTY RIGHTS AND ITS APPLICABILITY”.

Dr. K S Nagla Associate Professor NIT Jalandhar was the resource person. He discussed about relevance of various IPR in our day to day life. He stressed that in present scenario, The IPR are basically legal rights which are vital both in economic and social development of mankind. Dr. Nagla discussed that it is time for female innovators to come forward and create their own designs for their Gender inclusiveness in every walk of life. Total 70 students participated in this seminar.

Link-

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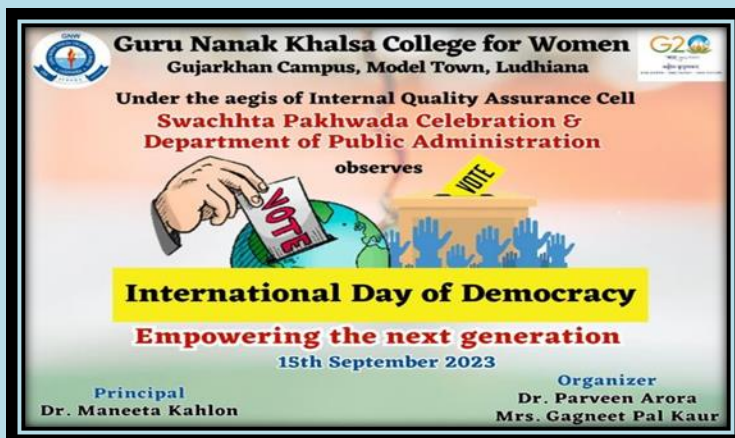


INTERNATIONAL DEMOCRACY DAY

Under the aegis of IQAC, the Department of Public Administration celebrated International Democracy Day on the theme of 'Empowering the next generation' Explained by Dr. Parveen Arora as Resource Person that each year on September 15, the world observes International Day of Democracy as it reflects the current global Situation of democracy and the necessity of effectively promoting the features of democratic societies. It is a thorough process that involves the active participation of local government and individuals, civil society, organizations and other groups. Democracy may prosper with the help of global cop-ration. Many students participated in elocution session and expressed their views about right to vote, role of youth, democracy and casting of votes.

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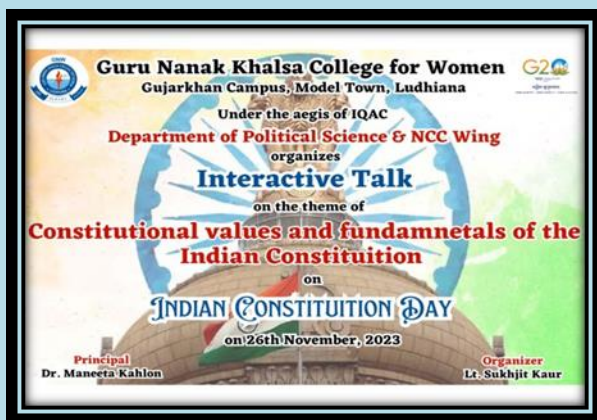


CONSTITUTION DAY

Under the aegis of Internal Quality Assurance Cell, the Departments of Public Administration and Political Science and NCC wing of Guru Nanak Khalsa College for Women, Ludhiana, celebrated Constitution Day also known as Law Day and Samvidhan Diwas on 25th Nov, 2023. This day was observed to commemorate the adoption of the Constitution of India on November 26, 1949. Lt. Sukhjit Kaur HOD, Department of Political Science delivered a lecture on 'Constitutional values and fundamentals of the Indian Constitution' to aware the students regarding the values and significance of the Indian constitution. Dr. Parveen Arora, Department of Public Administration also highlighted the guiding principles of the Constitution. The Preamble of the Indian Constitution was read after that. 108 students and 45 college lecturers also read the preamble on the Mygov portal and received an e-certificate.

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WORLD SOIL DAY

Under the aegis of Internal Quality Assurance Cell of Guru Nanak Khalsa College for Women, Gujarkhan Campus, Model Town, Ludhiana, in collaboration with Department of Public Administration and Bio Diversity Cell observed World Soil Day on December 5, 2023. This day is observed on December 5 to raise awareness about the importance of soil, healthy ecosystems and human well-being. The theme for this year is 'Soil and Water, A Source of Life'.

A lecture was organized and delivered by the Head of the Department of Public administration, Dr. Parveen Arora, in which she apprised the students about the importance of soil for growing healthy fruits and vegetables. The activity was convened by Mrs. Gagneet Pal Kaur, Assistant Professor, PG Department of English.

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