

**PUNYASHLOK AHILYADEVII HOLKAR SOLAPUR  
UNIVERSITY, SOLAPUR**



**FACULTY OF HUMANITIES**

**पुण्यश्लोक अहिल्यादेवी होळकर  
NEP 2020 Compliant Curriculum for**

**M.A. I (Public Administration)**

**With effect from 2026-27**

**NAAC Accredited-2022  
‘B++’ Grade (CGPA-2.96)**



**Punyashlok Ahilyadevi Holkar Solapur  
University, Solapur  
Faculty of Humanities  
Nep 2020 Compliant Curriculum  
M.A. Part- I (Public Administration)  
Program Preamble**



The main objectives of the Master of Arts (M.A) in Public Administration course is a comprehensive and dynamic program designed to provide students with a deep understanding of the basic concepts of Public Administration. It aims to help the students acquire to understand various theory and thoughts at the global and local level. Aligned with the vision of the National Education Policy (NEP) 2020, the program offers a flexible, multidisciplinary, and learner-centric curriculum that encourages critical thinking, innovation, and holistic development. The M.A. Public Administration program spans two years, with each year offering a progressively advanced curriculum designed to build a strong foundation in Public Administration while allowing for specialization. The curriculum is structured around four key components.



- 1. Major Courses:** The Major (Core) courses in M.A. Part-I (Public Administration) are designed to build a strong conceptual and applied foundation in the discipline. In Semester I, core papers such as Introduction & Theory of Public Administration, Citizen-Centric Administration, Indian Administrative Thinkers (covering thinkers like Kautilya to Ahilyabai Holkar), In Semester II, core courses such as Administrative Organization and its Principles, Government and Administration in Maharashtra, Rural Local Self-Government in India, focus on institutional structures and grassroots governance. Together, these courses develop a comprehensive understanding of administrative theories, systems, and practices.
- 2. Minor Courses:** The Minor courses, namely Social Welfare Administration and District Administration in Maharashtra, provide students with an understanding of grassroots governance and welfare-oriented administrative practices. These courses focus on district-level administration, law and order, and social justice initiatives, enhancing knowledge of inclusive development and public service delivery at the local level.
- 3. Open Electives/General Electives:** The program encourages intellectual exploration beyond the core discipline by offering a wide range of elective courses. These electives enable students to pursue their interests in diverse subjects, fostering creativity, critical thinking, and a well-rounded educational experience.
- 4. Vocational and Skill Enhancement Courses:** Practical skills and technical proficiency are integral to the program, with vocational and skill enhancement courses providing hands-on experience in areas such as computational Public Administration, Theory, Administrative Thoughts, and governance linked to Public Administration. These courses are designed to prepare students for immediate employment and equip them with the tools necessary for career advancement in various scientific fields.
- 5. Ability Enhancement Courses (AEC), Indian Knowledge System (IKS), and Value Education Courses (VEC):** In alignment with NEP 2020, the program integrates courses that emphasize the Indian Knowledge System, ethical values, and life skills. These courses foster a deep appreciation for India's rich cultural heritage, while also developing essential communication and ethical decision-making skills that are vital for personal and professional growth.
- 6. Field Projects/Internships/Apprenticeships/Community Engagement Projects/On-Job Training:** To bridge the gap between theoretical knowledge and real-world applications, the program includes opportunities for field projects, internships, apprenticeships, and community engagement. These experiences provide students with practical insights, problem-solving abilities, and exposure to professional environments, enhancing their readiness for careers in Public Administration and related fields.

7. **Research Methodology and Research Projects:** Research is a critical component of the M.A. Public Administration program, with students acquiring skills in research methodology, data collection, data analysis, modern survey methods, observations etc.

### Multiple Entry and Multiple Exit Options

In accordance with the NEP 2020, the M.A. Public Administration program incorporates a Multiple Entry and Multiple Exit framework, offering students the flexibility to enter or exit the program at various stages. This approach ensures that students can tailor their educational journey according to their personal and professional goals, with options to earn certificates, diplomas, or degrees based on the duration of study completed.

**Eligibility for MA Public Administration:** A student is eligible for admission to M.A. in Public Administration as per the eligibility norms prescribed by the university. Candidates must have a Bachelor's Degree in a relevant stream preferably Arts and Humanities / Any Graduate Degree.

 <p>पुण्यश्लोक अहिल्यादेवी होळकर सोलापूर विद्यापीठ ॥ विद्यया संपन्नता ॥ NAAC Accredited-2022 B++ Grade (CGPA-2.96)</p>	<p><b>Punyashlok Ahilyadevi Holkar Solapur University, Solapur Faculty of Humanities Nep 2020 Compliant Curriculum M.A. Part- I (Public Administration) Program Outcomes (PO)</b></p>	
--	---	---

Students graduating from the Master of Arts in Public Administration program will be able to:

#### Major Courses:

- **PO1:** Develop a strong theoretical foundation in Public Administration, including concepts, principles, and administrative systems at national and state levels.
- **PO2:** Analyse and evaluate various administrative theories, citizen-centric approaches, and organizational structures in governance.
- **PO3:** Apply ethical values, transparency, accountability, and good governance principles in administrative decision-making.

#### Minor Courses:

- **PO4:** Acquire knowledge of grassroots administration and social welfare systems, enhancing understanding of inclusive development and district-level governance.

#### Open Electives / General Electives:

- **PO5:** Develop an interdisciplinary perspective by understanding democratic governance, welfare state principles, and human resource management in administration.

#### Vocational and Skill Enhancement Courses:

- **PO6:** Gain practical skills and administrative competencies through applied learning in areas such as governance, organizational management, and public service delivery.

**Ability Enhancement Courses (AEC), Indian Knowledge System (IKS), and Value Education Courses (VEC):**

- **PO7:** Understand and appreciate Indian administrative traditions and knowledge systems, integrating ethical and cultural values in governance.
- **PO8:** Develop communication skills, leadership qualities, and a sense of social responsibility and citizenship for effective public service.

**Field Projects / Internship / OJT / Community Engagement:**

- **PO9:** Apply theoretical knowledge in real-world administrative settings through fieldwork, internships, and on-the-job training, enhancing problem-solving and decision-making skills.

**Research Methodology and Research Project:**

- **PO10:** Develop research aptitude by applying scientific methods, including data collection, analysis, and interpretation, to conduct independent studies in public administration.

	<p><b>Punyashlok Ahilyadevi Holkar Solapur University, Solapur</b> <b>Faculty of Humanities</b> <b>Nep 2020 Compliant Curriculum</b> <b>M.A. Part I (Public Administration)</b> <b>Program Specific Outcomes (PSOs)</b></p>	
--	---	--

**Students graduating from M.A. Part – I (Public Administration) will able to:**

**PSO1: Critical Thinking and Administrative Understanding:** Students will develop a strong theoretical and conceptual understanding of public administration, governance, and administrative behavior. They will analyse administrative systems, policies, and institutional structures using critical, comparative, and historical perspectives, while being sensitive to ethical values, social justice, and citizen-centric governance.

**PSO2: Governance, Leadership and Career Orientation:** Students will gain in-depth knowledge of administrative institutions and practices, enabling them to pursue careers in civil services, public policy, development administration, and governance. The program prepares them for competitive examinations such as UPSC, MPSC, SET/NET, and other professional opportunities.

**PSO3: Research and Analytical Skills:** Students will acquire the ability to apply research methodologies, data analysis techniques, and scientific approaches to study administrative issues. They will be capable of conducting independent research, policy analysis, and evidence-based decision-making in public administration.

**PSO4: Practical Application and Professional Competence:** Students will develop practical skills through fieldwork, on-the-job training (OJT), and case studies, enabling them to apply theoretical knowledge to real-world administrative challenges. This will enhance their problem-solving abilities, decision-making skills, and professional competence in governance and public service delivery.

**Punyashlok Ahilyadevi Holkar Solapur University, Solapur**  
**National Education Policy- 2020**  
**Structure & Credit Distribution of PG Degree**  
**Program for Two Years / One Year**  
**M. A. Part-I (Public Administration)**  
**(M.A. & Ph.D. Programme) (Faculty of Humanities)**

Year (2Yr. PG)	Level	Sem (1 Yr)	Major		RM	OJT/FP R P	Cum. Cr.	Degree
			Mandatory	Electives				
I	6.0	Sem. I	<b>DSC-I:</b> Introduction & Theory of Public administration (4) <b>DSC-II:</b> Citizen-Centric Administration (4) <b>DSC-III:</b> Indian Administrative Thinkers (4) <b>DSC-IV:</b> Social Welfare Administration in Maharashtra (2)	<b>DSE-I (A):</b> Administrative Values of Mahatma Basaveshwar: A 12th Century Perspective (4) <b>OR</b> <b>DSE-I (B):</b> Indian Constitution & Administration (4)	<b>RM-</b> Research Methodology in Public Administra tion (4)	--	22	PG Diploma (After 3 Yr Degree)
		Sem. II	<b>DSC-V:</b> Administrative Organization and its Principles (4) <b>DSC-VI:</b> Government and Administration in Maharashtra (4) <b>DSC-VII:</b> Rural Local Self- Government in India (4) <b>DSC-VIII:</b> District Administration (2)	<b>DSE-II (A):</b> Indian Democracy and Welfare State (4) <b>OR</b> <b>DSE-II (B):</b> Human Resource Administration (4)	- -	OJT/FP- (4) --	22	
<b>Cum. Cr. For PG Diploma</b>			<b>28</b>	<b>08</b>	<b>4</b>	<b>4</b>	<b>44</b>	
<b>Exit Option: PG Diploma (40-44 Credits) after Three Year UG Degree</b>								

पुण्यश्लोक अहिल्यादेवी होळकर

सोलापूर विद्यापीठ



NAAC Accredited-2022  
 'B++' Grade (CGPA-2.96)

**Punyashlok Ahilyadevi Holkar Solapur, University, Solapur**  
**Syllabus (According to NEP 2020) M. A. Part-I (Public Administration)**  
**w. e. f. Academic Year-2026-27**

Level	Paper Code	Semester I	Title Of The Paper	Total Credits	Semester Exam.			No. of Clock Hours	
					UA	CA	Total		
6.0		Subject	<b>Major- Mandatory (DSC)</b>						
	M1726-DSC-11	DSC-I	Introduction & Theory of Public administration	4	60	40	100	60	
	M1726-DSC-12	DSC-II	Citizen-Centric Administration	4	60	40	100	60	
	M1726-DSC-13	DSC-III	Indian Administrative Thinkers	4	60	40	100	60	
	M1726-DSC-14	DSC-IV	Social Welfare Administration in Maharashtra	2	30	20	50	30	
			<b>DSE (Discipline Specific Elective) (Any One): -</b>						
	M1726-DSE-1A	DSE-I (A)	Administrative Values of Mahatma Basaveshwar: A 12th Century Perspective	4	60	40	100	60	
	M1726-DSE-1A	DSE-I (B)	Indian Constitution & Administration	4	60	40	100	60	
			<b>RM (Research Methodology)</b>						
	M1726-RM-11	RM	Research Methodology in Public Administration	4	60	40	100	60	
			<b>Total Credits-22</b>						
			Semester II	Title Of The Paper	Total Credits	Semester Exam.			
			Subject	<b>Major- Mandatory (DSC)</b>					
	M1726-DSC-25	DSC-V	Administrative Organization and its Principles	4	60	40	100	60	
	M1726-DSC-26	DSC-VI	Government and Administration in Maharashtra	4	60	40	100	60	
	M1726-DSC-27	DSC-VII	Rural Local Self-Government in India	4	60	40	100	60	
	M1726-DSC-28	DSC-VIII	District Administration	2	30	20	50	30	
			<b>DSE (Discipline Specific Elective) (Any One): -</b>						
	M1726-DSE-2A	DSE-II(A)	Indian Democracy and Welfare State	4	60	40	100	60	
	M1726-DSE-2A	DSE-II (B)	Human Resource Administration	4	60	40	100	60	
			<b>OJT/FP</b>						
	M1726-FP-21	FP	Field Project in P.A.	4	60	40	100	60	
		<b>Total Credits-22</b>							

 <p>पुण्यश्लोक अहिल्यादेवी होळकर सोलापूर विद्यापीठ ॥ विद्यया संपन्नता ॥ NAAC Accredited-2022 'B++' Grade (CGPA-2.96)</p>	<p><b>Punyashlok Ahilyadevi Holkar Solapur University, Solapur</b> <b>M.A. Part- I (Public Administration) Semester-I</b> Vertical: Major Mandatory DSC-I <b>Course Code: M1726-DSC-11</b> <b>Paper Name: Introduction &amp; Theory of Public administration</b></p>	
<p><b>*Teaching Scheme</b> <b>Lectures:04 Hours/week, 04 Credits</b></p>	<p><b>*Examination Scheme</b> <b>UA:60 Marks</b> <b>CA: 40 Marks</b></p>	


<p><b>Course Preamble:</b> Public Administration is a dynamic and multidisciplinary field that deals with the implementation of public policies, management of public institutions, and delivery of services to citizens. It examines the structure, processes, and behavior of administrative systems and their interaction with society. The course introduces students to foundational concepts, theories, and approaches of Public Administration, highlighting its evolution, interdisciplinary nature, and practical relevance in governance and public service delivery</p>
<p><b>Course Objectives:</b> During this course, the student is expected to:</p> <ol style="list-style-type: none"> <li><b>Understand the basic concepts</b> such as meaning, nature, scope, and importance of Public Administration.</li> <li><b>Examine the evolution and development</b> of Public Administration as a discipline and its contemporary relevance.</li> <li><b>Compare Public and Private Administration</b> by analysing their similarities and differences.</li> <li><b>Analyse major organizational theories and approaches</b>, including Classical, Behavioural, Decision-Making, and Ecological approaches.</li> <li><b>Explore the interdisciplinary relations and practical aspects</b> of Public Administration, including its linkages with other social sciences and the role of public relations and participation.</li> </ol>
<p><b>Course Outcomes:</b></p> <ol style="list-style-type: none"> <li><b>Develop conceptual clarity</b> regarding the core concepts, nature, and scope of Public Administration.</li> <li><b>Understand and evaluate various organizational theories</b> and their practical application in administrative systems.</li> <li><b>Analyse the interdisciplinary nature</b> of Public Administration and its relationship with other social sciences.</li> <li><b>Assess the importance of public relations and participation</b>, enabling better governance and citizen engagement.</li> </ol>

<b>Unit-I Introduction</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<b>Unit content:</b> <ul style="list-style-type: none"> <li>a) Meaning, Nature, Scope, and Importance of Public Administration</li> <li>b) Evolution of Public Administration as a discipline and its Present status</li> <li>c) Public Administration and private administration of similarity and dissimilarity</li> </ul>		
<b>Unit-II</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<b>Organization Theory: Different Approaches</b>		
<b>Unit content:</b> <ul style="list-style-type: none"> <li>a) Human Relations and Behaviour Approach, Decision Making Approach</li> <li>b) Classical Approach</li> <li>c) Ecological Approach</li> </ul>		
<b>Unit - III</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<b>Relation between Public Administration and other Social Sciences</b>		
<b>Unit content:</b> <ul style="list-style-type: none"> <li>A) Public Administration &amp; Political Science, Law</li> <li>B) Public Administration &amp; Sociology</li> <li>C) Public Administration &amp; Economics</li> </ul>		
<b>Unit -IV Public Relation</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<b>Unit content:</b> <ul style="list-style-type: none"> <li>A) Meaning, Nature &amp; Importance</li> <li>B) Agencies of Public Relation</li> <li>C) Public Participation</li> </ul>		

**References:**

- 1) Albrow, Martin (1970), *Bureaucracy*, Macmillan, London.
- 2) Arguden, Yilmaz (2011), *Keys to Governance: Strategic Leadership for Quality of Life*, Macmillan, Hampshire.
- 3) Arndt, Christiane and Charles Oman (2006), *Uses and Abuses of Governance Indicators*, OECD, Paris.
- 4) Avasthi & Maheshwari (2012), *Public Administration*, Lakshmi Narayan Agarwal, Agra.
- 5) Avasthi and Mahadeshwar (1988), *Administration*, Laxmi Narain Agarwal, Agra.

- 6) Awasthi and Maheshwari, *Public Administration*, Lakshmi Narayan Agrawal Publication, Agra.
- 7) Bhambhari, C. P. (1992–93), *Public Administration: Theory and Practice*, Jai Prakash Nath Publishers, Meerut.
- 8) Bhattacharya, Mohit (2013), *New Horizons of Public Administration*, Jawahar Publishers, New Delhi.
- 9) Bhandare, S. S. (2025). *Politics in action*. HarGlim Publication. ISBN: 978-81-9881-4-6.
- 10) Goel, S. L. (2003), *Public Administration: Theory and Practice*, Deep & Deep Publications, New Delhi.
- 11) Golembiewski, Robert T. (1973), *Public Administration as a Developing Discipline*, Marcel Dekker, New York.
- 12) Goodnow, Frank J. (2003), *Politics and Administration: A Study in Government*, Transaction Publishers, New York.
- 13) Henry, Nicholas (2006), *Public Administration and Public Affairs*, Prentice Hall of India, New Delhi.
- 14) Kabade, S. S. (2025). *India and the world: Governance and justice through historical lenses* (1st ed.). Harglim Group. ISBN: 978-81-988178-1-5.
- 15) Hoshiar Singh and Pardeep Sachdeva (2005), *Administrative Theory*, Kitab Mahal, New Delhi.
- 16) Lane, Jan-Erik (2000), *New Public Management: An Introduction*, Routledge, London.
- 17) Menzel, Donald (ed.) (2011), *The State of Public Administration: Issues, Challenges and Opportunity*, M. E. Sharpe, New York.
- 18) Menzel, Donald and Harvey White (eds.) (2011), *The State of Public Administration: Issues, Challenges and Opportunities*, M. E. Sharpe, New York.
- 19) Mueller, Dennis C., *Public Choice*, Cambridge University Press, Cambridge.
- 20) Bhandare, S. S. (2025). *Shaping democracy*. HarGlim Publication. ISBN: 978-81-988178-2-2.
- 21) Nigro, Felix A. and Lloyd G. Nigro (1980), *Modern Public Administration*, Harper & Row Publishers, New York.
- 22) O'Leary, Rosemary et al. (2010), *The Future of Public Administration around the World: The Minnowbrook Perspective*, Georgetown University Press, Washington DC.
- 23) Prasad, Ravindra, D. Prasad, V. S. Prasad, Satyanarayana P., and Y. Pardhasaradhi (eds.) (2013), *Administrative Thinkers*, Sterling Publishers, New Delhi.
- 24) Rathod, P. B. (2004), *Contemporary Public Administration*, ABD Publishers, Jaipur.
- 25) Sharma, M. P. and B. L. Sadana, *Public Administration: Theory and Practice*.
- 26) Strassman, J. D. (1985), *Public Administration*, Holt, Rinehart and Winston, New York.
- 27) Tyagi, A. R., *Public Administration*, Atma Ram & Sons Publication, New Delhi.
- 28) United Nations, Department of Economic and Social Affairs (1975), *Development Administration: Current Approaches and Trends in Public Administration for Development*, United Nations, New York.
- 29) Wilson, Woodrow (1887), "The Study of Administration," *Political Science Quarterly*, Vol. 2, June.
- 30) Suggested E-resources E-pgpathashala modules:- [www.inflibnet.ac.in](http://www.inflibnet.ac.in) [www.ignou.ac.in](http://www.ignou.ac.in) [www.sawayam.gov.in](http://www.sawayam.gov.in)
- 31) प्रसादसिंह बिरदेवेश्वर, लोकप्रशासन, जानता प्रकाशन नई दिल्ली
- 32) कटारिया सुरेन्द्र, लोकप्रशासन, नेशनल पब्लिकेशन हाउस, नई दिल्ली
- 33) फाडिया बी.एल. "लोकप्रशासन", साहित्य भवन पब्लिकेशन, नवी दिल्ली, 2009
- 34) फाडिया बी.एल., उच्चतर लोकप्रशासन साहित्य भवन प्रकाशन, आगरा-2009
- 35) जे. के. ओझा, आधुनिक प्रशासकीय सिद्धांत, विद्या प्रकाशन औरंगाबाद, 2004
- 36) प्रा. डॉ. लक्ष्मण काशिनाथ उलगडे, लोकप्रशासन संकल्पना व तत्वे : कोश एज्युकेशनल पब्लिशर्स औरंगाबाद, 22 अक्टोबर 2025.
- 37) डॉ. लक्ष्मण उलगडे, सेट/नेट विद्याभारती लोकप्रशासन, प्रथमावृत्ती 2024
- 38) दुबे अशोककुमार, इक्कीसवीं शताब्दी में लोकप्रशासन, टाटा मॅकग्राहिल पब्लिशिंग कंपनी, नवी दिल्ली
- 39) एम. लक्ष्मीकांत, लोकप्रशासन, टाटा मॅकग्राहिल पब्लिशिंग कंपनी, नवी दिल्ली 2006
- 40) भोगले शांताराम, लोकप्रशासन सिद्धांत व कार्यपद्धति, कैलास प्रकाशन औरंगाबाद
- 41) पाटील बी.टी., लोकप्रशासन, फडके प्रकाशन औरंगाबाद
- 42) बोरा पारस व शिरसाट श्याम, लोकप्रशासन शास्त्र, विद्या प्रकाशन औरंगाबाद, जून 2013
- 43) प्रा. लक्ष्मण उलगडे, प्रशासकीय सिद्धांत अरुणा प्रकाशन लातूर 23मे 2012.

 <p>पुण्यश्लोक अहिल्यादेवी होळकर सोलापूर विद्यापीठ ॥ विद्यया संपन्नता ॥ NAAC Accredited-2022 'B++' Grade (CGPA-2.96)</p>	<p><b>Punyashlok Ahilyadevi Holkar Solapur University, Solapur</b> <b>M.A. Part- I (Public Administration) Semester-I</b> Vertical: Major Mandatory DSC-II <b>Course Code: M1726-DSC-12</b> <b>Paper Name: Citizen-Centric Administration</b> w.e.f. June 2026</p>	
<p><b>*Teaching Scheme</b> <b>Lectures:04 Hours/week, 04 Credits</b></p>	<p><b>*Examination Scheme</b> <b>UA:60 Marks</b> <b>CA: 40 Marks</b></p>	

<p><b>Course Preamble:</b> Citizen-Centric Administration represents a transformative approach in public administration that places citizens at the core of governance and service delivery. It emphasizes transparency, accountability, responsiveness, and participatory governance. This course provides an in-depth understanding of the evolution and significance of citizen-centric governance, highlighting key instruments such as Citizen Charter, Social Audit, Right to Information, grievance redressal mechanisms, and consumer protection frameworks. It also examines the role of citizen participation and engagement initiatives at national and state levels in strengthening democratic governance.</p>
---

<p><b>Course Objectives:</b> During this course, the student is expected to:</p> <ol style="list-style-type: none"> <li><b>Understand the concept and evolution</b> of Citizen-Centric Administration and its significance in modern governance.</li> <li><b>Examine the rights, obligations, and civic culture</b> of citizens along with the service and developmental functions of the government.</li> <li><b>Analyse tools of citizen participation</b>, including Citizen Charter, Social Audit, and citizen engagement initiatives at national and state levels.</li> <li><b>Evaluate transparency and accountability mechanisms</b> such as the Right to Information Act, Lokpal and Lokayukta, and grievance redressal systems.</li> <li><b>Understand the framework of consumer protection</b>, including relevant laws and institutional mechanisms in India and Maharashtra.</li> </ol>
---

<p><b>Course Outcomes:</b> At the end of this course, students will be able to:</p> <ol style="list-style-type: none"> <li>Develop a clear understanding of citizen-centric governance and its role in improving public service delivery.</li> <li>Critically analyse mechanisms of citizen participation and their effectiveness in administration.</li> <li>Assess the role of transparency and accountability tools in strengthening democratic governance.</li> <li>Understand legal and institutional frameworks related to RTI, grievance redressal, and consumer protection.</li> <li>Apply theoretical knowledge to practical governance issues, enhancing responsiveness and citizen engagement in public administration.</li> </ol>
---

<b>Unit I: Concept of Citizen-Centric Administration</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<b>Unit content:</b> Concept, Evolution, Features and Significance. Rights and Obligations of Citizens; Civic Culture. Service provision and developmental functions of the Government.		
<b>Unit II: Citizen Charter</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<b>Unit content:</b> Social Audit – Evolution, Features and Applications. Citizen Participation in Administration: Concept, Significance and Limitations. Citizen Engagement initiatives of GoI (My-Gov) at national level; (Maharashtra State government initiatives)		
<b>Unit III: Right to Information Act, 2005</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<b>Unit content:</b> Right to Information Act, 2005. Lok Pal and Lok Ayukta in India. Grievance – Meaning; Agencies for Redressal of Grievances at centre and state levels in India.		
<b>Unit IV: Consumer Protection</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<b>Unit content:</b> Consumer Protection: Concept and Rationale. Consumer Protection Act, 1986 and 2019 [Updated]. Maharashtra Consumer Protection (State & District Consumer Protection Council) Rules, 2022		

**Reference Books:**



- 1) Bakshi, P.M. (2008). Consumer Protection and Professionals reported in Law India, The ILI Publication.
- 2) Biswal, T. (2016). Governance and Citizenship. Jaipur: Rawat.
- 3) Chakrabarty, Bidyut and Prakash Chand. (2016). Public Policy: Concept, Theory and Practice. New Delhi: Sage.
- 4) Chaudhary, R.N.P. (2010). Consumer Protection Law: Provisions and Procedure. Deep & Deep, New Delhi.
- 5) Government of India, Second Administrative Reforms Commission. (2008). Refurbishing of Personnel Administration – Scaling New Heights, Tenth Report. Ministry of Personnel, Public Grievances and Pensions, Department of Administrative Reforms and Public Grievances, New Delhi.
- 6) Bhandare, S. S. (2025). Politics in action. HarGlim Publication. ISBN: 978-81-9881-4-6.
- 7) Government of India, Second Administrative Reforms Commission. (2009). Promoting e-Governance: The Smart Way Forward, 11th Report. Ministry of Personnel, Public Grievances and Pensions.

- 8) Government of India, Second Administrative Reforms Commission. (2009). Citizen-Centric Administration – The Heart of Governance, Twelfth Report. Ministry of Personnel, Public Grievances and Pensions, Department of Administrative Reforms and Public Grievances, New Delhi.
- 9) Public Affairs Centre. (2007). India's Citizen's Charters – A Decade of Experience. Public Affairs Centre: Bangalore.
- 10) Singh, Shivani (Ed.). (2016). Governance: Issues and Challenges. Sage: New Delhi.
- 11) Kabade, S. S. (2025). India and the world: Governance and justice through historical lenses (1st ed.). Harglim Group. ISBN: 978-81-988178-1-5.
- 12) Citizen Centricity in Public Policy Making – Naci Karkin & Volkan Göçoğlu (2025)
- 13) People Centric Governance: An Indian Perspective – Tripathi & Jain (2025)
- 14) Bhandare, S. S. (2025). Shaping democracy. HarGlim Publication. ISBN: 978-81-988178-2-2.
- 15) Public Administration in India: Towards a Citizen Centric Governance – IIPA (2024)
- 16) Public Administration: From Government to Governance – Chakrabarty & Chand
- 17) Public Administration in the 21st Century – Rumki Basu (2025).
- 18) दुबे अशोककुमार, इक्कीसवीं शताब्दी में लोकप्रशासन, टाटा मॅकग्राहिल पब्लिशिंग कंपनी, नवी दिल्ली
- 19) प्रा डॉ लक्ष्मण काशिनाथ उलगडे, जिल्हा प्रशासन, नोएडा पब्लिशिंगर्स लखनौ, उत्तर प्रदेश ,2021
- 20) Suggested E-resources E-pgpathashala modules: [www.inflibnet.ac.in](http://www.inflibnet.ac.in) [www.ignou.ac.in](http://www.ignou.ac.in)  
[www.sawayam.gov.in](http://www.sawayam.gov.in)

पुण्यश्लोक अहिल्यादेवी होळकर  
सोलापूर विद्यापीठ

॥ विद्यया संपन्नता ॥

NAAC Accredited-2022  
'B++' Grade (CGPA-2.96)

 <p>पुण्यश्लोक अहिल्यादेवी होळकर सोलापूर विद्यापीठ ॥ विद्यया संपन्नता ॥ NAAC Accredited-2022 'B++' Grade (CGPA-2.96)</p>	<p><b>Punyashlok Ahilyadevi Holkar Solapur University, Solapur</b> <b>M.A. Part- I (Public Administration) Semester-I</b> Vertical: Major Mandatory DSC-III <b>Course Code: M1726-DSC-13</b> <b>Paper Name: Indian Administrative Thinkers</b></p>	
<p><b>*Teaching Scheme</b> <b>Lectures:04 Hours/week, 04 Credits</b></p>	<p><b>*Examination Scheme</b> <b>UA:60 Marks</b> <b>CA: 40 Marks</b></p>	

<p><b>Course Preamble:</b></p> <p>Indian Administrative Thinkers have significantly contributed to the development of administrative ideas and practices rooted in India's socio-cultural and historical context. This course explores the administrative philosophies and governance models of prominent thinkers such as <b>Kautilya, Mahatma Basaveshwar, Chhatrapati Shivaji Maharaj, and Ahilyabai Holkar</b>. It aims to provide insights into indigenous administrative traditions, emphasizing good governance, ethical administration, welfare orientation, and leadership. The course helps students understand the relevance of these thinkers in contemporary administrative practices.</p>
---

<p><b>Course Objectives:</b></p> <p>During this course, the student is expected to:</p> <ol style="list-style-type: none"> <li><b>Understand the administrative ideas of Kautilya</b>, including good governance, corruption, and the Saptang Theory.</li> <li><b>Examine the contributions of Mahatma Basaveshwar</b>, particularly his views on administration, women, and socio-economic principles like Kayaka and Dasoha.</li> <li><b>Analyse the administrative system of Chhatrapati Shivaji Maharaj</b>, including Ashtapradhan Mandal, revenue, and judicial administration.</li> <li><b>Evaluate the governance and leadership of Ahilyabai Holkar</b>, focusing on administration, policy-making, and women empowerment.</li> <li><b>Develop an understanding of indigenous administrative thought</b>, and its relevance to modern public administration.</li> </ol>
--

<p><b>Course Outcomes:</b></p> <p>At the end of this course, students will be able to:</p> <ol style="list-style-type: none"> <li><b>Understand key administrative concepts and practices</b> from ancient and medieval Indian thinkers.</li> <li><b>Critically analyse governance models and administrative systems</b> developed by Indian rulers and reformers.</li> <li><b>Assess the relevance of ethical governance and leadership principles</b> in contemporary administration.</li> <li><b>Develop insights into gender perspectives and social justice</b> in Indian administrative thought.</li> <li><b>Apply traditional administrative ideas to modern governance challenges</b>, enhancing contextual understanding of public administration.</li> </ol>
--

<b>Unit-I: Kautilya</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<b>Unit content:</b>		
<p>A) Views on Good Governance</p> <p>B) Views on Corruption.</p> <p>C) Saptang Theory</p>		
<b>Unit-II: Mahatma Basaveshwar</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<b>Unit content:</b>		
<p>A) Views on Administration (Anubhav Mantapa)</p> <p>B) Views on Women</p> <p>C) Kayaka and Dasoha Theory</p>		
<b>Unit III- Punyashlok Ahilyabai Holkar</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<b>Unit content:</b>		
<p>A) Views on Administration</p> <p>B) Leadership and Policy Making</p> <p>C) Views on Women</p>		
<b>Unit IV- Mahatma Gandhi</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<b>Unit content:</b>		
<p>A) Thoughts on Gram Swarajya.</p> <p>B) Concept of Trusteeship.</p> <p>C) Stateless Society</p>		

#### References:

- 1) Shamasastri, R. (1929). *Kautilya's Arthashastra* (Book 1, Chapter 17). Mysore: Wesleyan Mission Press.
- 2) Shamasastri, R. (1951). *Kautilya's Arthashastra*. Mysore: Western Mission Press.
- 3) Kohli, Ritu. (1995). *Kautilya's Political Theory*. New Delhi: Deep & Deep Publications.
- 4) Shirsath, S., Wasnik, J., & Bainade, B. (2003). *Administrative Thinkers (Marathi)* (pp. 32–36). Aurangabad: Dnyan Samidha Publisher.
- 5) Bhandare, S. S. (2025). Shaping democracy. HarGlim Publication. ISBN: 978-81-988178-2-2.
- 6) Deshkar, Sameer. (2010). *Kautilya Arthashastra and its relevance to Urban Planning Studies*. Institute of Town Planners India Journal. Retrieved from [http://www.itpi.org.in/uploads/journalfiles/jan8\\_10.pdf](http://www.itpi.org.in/uploads/journalfiles/jan8_10.pdf)
- 7) Sharma, L., & Sharma, S. (1998). Kautilyan indicators of good governance. *SAGE Publishing*, 44(3), 265–270. <https://doi.org/10.1177/0019556119980302>

- 8) Sihag, B. S. (2009). An introduction to Kautilya and his Arthashastra. *Emerald Publishing*, 25(1). <https://doi.org/10.1108/h.2009.12425aaa.002>
- 9) *Ahilya Bai Holkar Biography in English | Indian Biography*. (n.d.). Retrieved June 9, 2025, from <https://www.indianbiography.com/ahilya-bai-holkar-biography>
- 10) *Ahilyabai Holkar – Art and Culture Notes*. (n.d.). Retrieved June 9, 2025, from <https://byjus.com/free-ias-prep/ahilyabai-holkar>
- 11) Mishra, R. (2024). *Ahilyabai Holkar: A legacy of empowerment and inclusivity*. Chintan. Retrieved June 9, 2025, from <https://www.chintan.in/ahilyabai-holkar-empowerment-legacy>
- 12) Bhandare, S. S. (2025). *Politics in action*. HarGlim Publication. ISBN: 978-81-9881-4-6.
- 13) Pathak, S. (2025). *Ahilyabai Holkar's vision of an inclusive society*. Studocu. Retrieved June 9, 2025, from <https://www.studocu.com>
- 14) *Punyashloka Lokmata Ahilyadevi Holkar*. (n.d.). Real She Power. Retrieved June 9, 2025, from <https://www.realshepower.in/punyashloka-lokmata-ahilyadevi-holkar>
- 15) Zelliott, E. (2001). *Ahilyabai Holkar: A magnificent ruler, saintly administrator*. India Together. Retrieved June 9, 2025, from <https://indiatogether.org/ahilyabai>
- 16) डॉ. बी. ए. साळुंखे. *महात्मा बसवेश्वरांचे सामाजिक व प्रशासकीय विचार*.
- 17) डॉ. लक्ष्मण उलगडे, सेट/नेट विद्याभारती लोकप्रशासन, प्रथमावृत्ती 2024
- 18) डॉ. अशोक मेनकुदळे. *समतासूर्य महात्मा बसवेश्वर*. (26 नोव्हेंबर 2022).
- 19) डॉ. लक्ष्मण काशिनाथ उलगडे. (2019). *राष्ट्रीय महापुरुष: एक वेध*. लातूर: सुमन प्रकाशन.

पुण्यश्लोक अहिल्यादेवी होळकर  
सोलापूर विद्यापीठ

॥ विद्यया संपन्नता ॥

NAAC Accredited-2022  
'B++' Grade (CGPA-2.96)

 <p>पुण्यश्लोक अहिल्यादेवी होळकर सोलापूर विद्यापीठ ॥ विद्यया संपन्नता ॥ NAAC Accredited-2022 'B++' Grade (CGPA-2.96)</p>	<p><b>Punyashlok Ahilyadevi Holkar Solapur University, Solapur</b> <b>M.A. Part- I (Public Administration) Semester-I</b> Vertical: Major Mandatory DSC-IV <b>Course Code: M1726-DSC-14</b> <b>Paper Name: Social Welfare Administration in Maharashtra</b></p>	
<p><b>*Teaching Scheme</b> <b>Lectures:02 Hours/week, 02 Credits</b></p>	<p><b>*Examination Scheme</b> <b>UA:30 Marks</b> <b>CA: 20 Marks</b></p>	

<p><b>Course Preamble:</b></p> <p>Social Welfare Administration in Maharashtra focuses on the policies, programs, and institutional mechanisms aimed at promoting social justice, equity, and inclusive development. The course examines the meaning, nature, scope, and types of social welfare, with special emphasis on vulnerable sections such as women, children, youth, and persons with disabilities. It also explores the philosophical and ideological foundations of social justice through the contributions of eminent thinkers like <b>Jyotirao Phule, Shahu Maharaj, B. R. Ambedkar, and Mahatma Gandhi</b>, highlighting their relevance in shaping welfare administration in Maharashtra.</p>
--

<p><b>Course Objectives:</b></p> <p>During this course, the student is expected to:</p> <ol style="list-style-type: none"> <li><b>Understand the concept of social welfare</b>, including its meaning, nature, scope, and importance.</li> <li><b>Examine different types of welfare</b>, particularly women &amp; child welfare, youth welfare, and welfare of persons with disabilities (Divyang).</li> <li><b>Analyse the concept and approaches of social justice</b> in the Indian context.</li> <li><b>Study the views of major social reformers</b> like Mahatma Phule, Rajarshi Shahu Maharaj, Dr. B.R. Ambedkar, and Mahatma Gandhi.</li> <li><b>Develop an understanding of welfare administration in Maharashtra</b>, focusing on inclusive and equitable development.</li> </ol>
--

<p><b>Course Outcomes:</b></p> <p>At the end of this course, students will be able to:</p> <ol style="list-style-type: none"> <li><b>Explain key concepts and dimensions of social welfare</b> and its relevance in public administration.</li> <li><b>Identify and analyse various welfare schemes and types</b>, especially for marginalized and vulnerable groups.</li> <li><b>Evaluate different approaches to social justice</b> and their practical implications.</li> <li><b>Understand the contributions of social reformers</b> in shaping welfare policies and administration.</li> <li><b>Apply knowledge of social welfare administration</b> to contemporary issues in Maharashtra and India.</li> </ol>
---

<b>Unit-I Social Welfare and Types of Welfare</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<b>Unit content:</b> <ol style="list-style-type: none"> <li>Social Welfare</li> <li>Meaning, Nature, Scope &amp; Importance</li> <li>Types of Welfare: Women &amp; Child Welfare, Youth Welfare, Physical handicap (Divyang) Welfare</li> </ol>		
<b>Unit-II: Approaches of Social justice: Meaning, Concept &amp; Views of</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<b>Unit content:</b> <ol style="list-style-type: none"> <li>Mahatma Phule</li> <li>Rajarshi Shahu Maharaj</li> <li>Dr. B.R. Ambedkar</li> <li>Mahatma Gandhi</li> </ol>		

#### References:

- Kataria, Surendra. (2002). *Social Administration* (Hindi). Jaipur: RBSA Publishers.
- Barthwal, C. P. (Ed.). (1998). *Social Justice in India*. Lucknow: Bharat Book Centre.
- Sachdeva, D. R. (2004). *Social Welfare Administration*. Allahabad: Kitab Mahal.
- March, C. Davis. (1965). *An Introduction to Social Administration*. London: Routledge & Kegan Paul.
- Kulkarni, P. D. (1961). *Central Social Welfare Board*. New Delhi: Asia Publishing House.
- Jaganadhan, V. (1980). *Social Administration: Development and Change*. New Delhi: Indian Institute of Public Administration (IIPA).
- Mishra, D. K. (1990). *Social Administration* (Hindi). Jaipur: College Book Depot, Tripolia Bazar.
- Goel, S. L., & Jain, R. K. (1988). *Social Welfare Administration* (Vol. I). New Delhi: Deep & Deep Publications.
- Bhandare, S. S. (2025). *Shaping democracy*. HarGlim Publication. ISBN: 978-81-988178-2-2.
- Chaturvedi, T. N., & Chandra, S. K. (1980). *Social Administration: Development and Change*. New Delhi: Indian Institute of Public Administration (IIPA).
- Chowdhry, D. P. (1992). *Social Welfare Administration*. Delhi: Atma Ram & Sons.
- Singh, Mohinder (Ed.). (1996). *Social Policy and Administration in India*. New Delhi: M.D. Publications Pvt. Ltd.
- Gokhale, S. D. (1974). *Social Welfare*. Bombay: Popular Prakashan.
- Yogi, Praveen. (2000). *Social Justice and Empowerment*. New Delhi: Kalpaz Publications.
- Bhatia, K. L. (1995). *Social Justice of Dr. B. R. Ambedkar*. New Delhi: Deep & Deep Publications.
- Kabade, S. S. (2025). *India and the world: Governance and justice through historical lenses* (1st ed.). Harglim Group. ISBN: 978-81-988178-1-5.
- Rodrigues, Valerian. (2002). *The Essential Writings of B. R. Ambedkar*. New Delhi: Oxford University Press.
- Rawls, John. (1971). *A Theory of Justice*. Cambridge: Harvard University Press.
- Bhandare, S. S. (2025). *Politics in action*. HarGlim Publication. ISBN: 978-81-9881-4-6.
- Sen, Amartya. (2009). *The Idea of Justice*. London: Allen Lane.



- 21) Kulkarni, V. M. (1972). *Social Administration*. Delhi: Research Publication.
- 22) Arora, Dolly. (2005). *Social Sector Development*. New Delhi: IIPA.
- 23) Guha, Ramachandra. (2010). *Makers of Modern India*. New Delhi: Penguin.
- 24) Clarke, J. J. (Year not specified). *Social Administration*. London: Sir Isaac Pitman.
- 25) जी. एस. घुर्ये. *प्राच्य चिंतन का इतिहास*. जयपुर: आर. बी. एस. पब्लिशर्स
- 26) कुमार, अशोक. *प्रशासनिक विचारधारा*. नई दिल्ली: पब्लिशर्स
- 27) कटारिया, सुरेन्द्र. *प्रशासनिक चिंतन*. नई दिल्ली: नेशनल पब्लिकेशन हाउस
- 28) थोरी, नरेन्द्र. *प्रशासनिक विचार*. जयपुर: आर. पी. एस. ए.
- 29) जोशी, लक्ष्मणशास्त्री (संपादक). *मराठी विश्वकोश (खंड ७ ते १४)*. मुंबई: महाराष्ट्र राज्य विश्वकोश निर्मिती मंडळ
- 30) गर्गे, म. मा. (1989). *भारतीय समाज विज्ञान कोश*. पुणे: समाजविज्ञान मंडळ
- 31) प्रा. लक्ष्मण उलगडे, प्रशासकीय सिद्धांत अरुणा प्रकाशन लातूर 23मे 2012.
- 32) प्रा. डॉ. लक्ष्मण काशिनाथ उलगडे, लोकप्रशासन संकल्पना व तत्वे : कोश एज्युकेशनल पब्लिशर्स औरंगाबाद, 22 ऑक्टोबर 2025.



पुण्यश्लोक अहिल्यादेवी होळकर  
सोलापूर विद्यापीठ

॥ विद्यया संपन्नता ॥

NAAC Accredited-2022  
'B++' Grade (CGPA-2.96)

 <p>पुण्यश्लोक अहिल्यादेवी होळकर सोलापूर विद्यापीठ ॥ विद्यया संपन्नता ॥ NAAC Accredited-2022 'B++' Grade (CGPA-2.96)</p>	<p><b>Punyashlok Ahilyadevi Holkar Solapur University, Solapur</b> <b>M.A. Part- I (Public Administration) Semester-I</b> Vertical: Major Elective DSE-I (A) <b>Course Code: M1726-DSE-1A</b> <b>Paper Name: Administrative Values of Mahatma Basaveshwar: A 12th Century Perspective</b> w.e.f. June 2026</p>	
<p><b>*Teaching Scheme</b> Lectures:04 Hours/week, 04 Credits</p>	<p><b>*Examination Scheme</b> UA:60 Marks CA: 40 Marks</p>	

<p><b>Course Preamble:</b></p>
<p>The course “<i>Administrative Values of Mahatma Basaveshwar: A 12th Century Perspective</i>” explores the administrative philosophy and governance ideals of <b>Mahatma Basaveshwar</b>, a visionary thinker and social reformer of medieval India. Rooted in the socio-political context of the 12th century, Basaveshwar’s ideas emphasized equality, ethical governance, participatory administration, and social justice. Through concepts like <i>Kayaka</i> (dignity of labour) and <i>Dasoha</i> (social redistribution), he laid the foundation for a value-based administrative system. This course highlights the relevance of his administrative values in modern democratic governance and public administration.</p>

<p><b>Course Objectives:</b></p>
<p>During this course, the student is expected to:</p>
<p>1. <b>Understand the historical background and life of Basaveshwar</b>, including the socio-political conditions of 12th century India.</p>
<p>2. <b>Examine the core administrative values</b> such as ethical governance, transparency, accountability, and moral leadership.</p>
<p>3. <b>Analyse key concepts like Kayaka and Dasoha</b>, and their implications for work ethics and welfare administration.</p>
<p>4. <b>Evaluate Basaveshwar’s ideas on social justice and good governance</b>, including equality, human rights, and inclusiveness.</p>
<p>5. <b>Assess the contemporary relevance</b> of Basaveshwar’s administrative thought in modern governance and public administration.</p>

<p><b>Course Outcomes:</b></p>
<p>At the end of this course, students will be able to:</p>
<p>1. <b>Develop a comprehensive understanding</b> of Basaveshwar’s administrative philosophy and its historical context.</p>
<p>2. <b>Critically analyse ethical and value-based governance principles</b> derived from his teachings.</p>

3. <b>Understand the significance of social justice, equality, and participatory governance</b> in administration.
4. <b>Evaluate the relevance of Basaveshwar's ideas</b> in relation to modern democratic systems and constitutional values.
5. <b>Apply value-oriented administrative principles</b> to contemporary governance challenges, promoting inclusive and ethical administration.

<b>Unit no: I: Historical Background and Life of Basaveshwar</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<b>Unit content:</b> 1.1 Socio-Political Conditions of 12th Century India Feudal structure and caste hierarchy Religious orthodoxy and social inequalities Administrative system under the Kalachuri dynasty  1.2 Life and Career of Basaveshwar Early life and education Role as Prime Minister (Mahamantri) of King Bijjala Establishment of Anubhava Mantapa  1.3 Philosophical Foundations of His Administrative Thought Kayaka (Dignity of Labour) Dasoha (Social Redistribution) Equality and Social Justice		
<b>Unit no: II: Core Administrative Values of Basaveshwar</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<b>Unit content:</b> 2.1 Ethical Governance and Moral Leadership Integrity in public administration Transparency and accountability  2.2 Concept of Kayaka and Work Ethics Work as worship Merit-based social order		

<p>2.3 Dasoha and Welfare Administration</p> <p>Resource sharing and social responsibility</p> <p>Early model of welfare state principles</p> <p>2.4 Democratic Spirit of Anubhava Mantapa</p> <p>Participatory governance</p> <p>Freedom of expression and dialogue</p>		
<b>Unit no: III Social Justice and Good Governance</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<p>3.1 Equality Beyond Caste and Gender</p> <p>Anti-caste ideology</p> <p>Women's participation in administration and society</p> <p>3.2 Human Rights and Social Reform</p> <p>Opposition to untouchability</p> <p>Inter-caste marriage reforms</p> <p>3.3 Principles of Good Governance</p> <p>Justice, fairness, and inclusiveness</p> <p>Public welfare as administrative priority</p>		
<b>Unit no: IV: Contemporary Relevance of Basaveshwar's Administrative Values</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<p>4.1 Relevance in Modern Democratic Administration</p> <p>Ethical leadership in governance</p> <p>Transparency and anti-corruption ideals</p> <p>4.2 Basaveshwar's Thought and Indian Constitution</p> <p>Social justice and equality</p> <p>Welfare state concept</p> <p>4.3 Lessons for Public Administration Today</p> <p>Value-based governance 'B++' Grade (CGPA-2.96)</p> <p>Sustainable and inclusive development</p>		

#### 4.4 Critical Evaluation and Conclusion

Strengths and limitations

Overall contribution to administrative philosophy

#### Reference

- 1) Basaveshwar. *Vachanas of Basaveshwar*.
- 2) Ramanujan, A. K. (Trans.). (1973). *Speaking of Siva*. New Delhi: Penguin Classics.
- 3) Ramanujan, A. K. (Trans.). *Vachanas of Basaveshwar*. New Delhi: Oxford University Press.
- 4) Ishwaran, K. (1983). *Speaking of Basava: Lingayat Religion and Culture in South Asia*. Boulder: Westview Press.
- 5) Nandimath, S. C. (1969). *A Handbook of Veerashaivism*. Dharwad: Veerashaiva Research Institute.
- 6) Mugali, R. S. (1975). *History of Kannada Literature*. Mysore: Sahitya Akademi.
- 7) Karnataka State Archives. *Administrative Records of the Kalachuri Period*. Bengaluru: Government of Karnataka.
- 8) *Basaveshwar and His Times*. Bengaluru: Department of Kannada and Culture.
- 9) डॉ. बी. ए. साळुंखे. *महात्मा बसवेश्वरांचे सामाजिक व प्रशासकीय विचार*.
- 10) डॉ. अशोक मेनकुडळे. (2022). *समतासूर्य महात्मा बसवेश्वर (26 नोव्हेंबर)*.
- 11) संपादक: डॉ. लक्ष्मण काशिनाथ उलगडे. (2019). *राष्ट्रीय महापुरुष: एक वेध*. लातूर: सुमन प्रकाशन.
- 12) डॉ. राजशेखर सोलापुरे. (2016). *आधुनिकतेचे अग्रदूत: महात्मा बसवेश्वर*. लातूर: अरुणा प्रकाशन.
- 13) संपादक: प्रा. भिमराव पाटील व प्रा. विजयकुमार करजकर. (2006). *युगप्रवर्तक महात्मा बसवेश्वर (30 एप्रिल)*.
- 14) संपादक: डॉ. फ. गु. हळकट्टी (अनुवादक), प्रा. आर. एम. करडीगुट्टी. *वचन सिद्धांत सार*. महाराष्ट्र बसव परिषद, हिरेमठ संस्थान, भालकी.
- 15) डॉ. लक्ष्मण उलगडे, डॉ. शरण निलंगेकर, व डॉ. संगमेश्वर नीला. (2026). *महात्मा बसवेश्वरांची प्रशासकीय मूल्ये: १२व्या शतकाचा दृष्टिकोन*. लातूर: प्रभाकर पब्लिकेशन.
- 16) डॉ. लक्ष्मण उलगडे. *महात्मा बसवेश्वर आणि अहिल्याबाई होळकर यांचे विविध विचार*. लातूर: विद्याभारती प्रकाशन.

पुण्यश्लोक अहिल्यादेवी होळकर  
सोलापूर विद्यापीठ

॥ विद्यया संपन्नता ॥

NAAC Accredited-2022  
'B++' Grade (CGPA-2.96)

 <p>पुण्यश्लोक अहिल्यादेवी होळकर सोलापूर विद्यापीठ ॥ विद्यया संपन्नता ॥ NAAC Accredited-2022 "B++" Grade (CGPA-2.96)</p>	<p><b>Punyashlok Ahilyadevi Holkar Solapur University, Solapur</b> <b>M.A. Part- I (Public Administration) Semester-I</b> Vertical: Major Electives DSE-I (B) <b>Course Code: M1726-DSE-1A</b> <b>Paper Name: Indian Constitution &amp; Administration</b></p>	
<p><b>*Teaching Scheme</b> <b>Lectures:04 Hours/week, 04 Credits</b></p>	<p><b>*Examination Scheme</b> <b>UA:60 Marks</b> <b>CA: 40 Marks</b></p>	

<p><b>Course Preamble:</b></p> <p>The course “<i>Indian Constitution &amp; Administration</i>” provides a comprehensive understanding of the constitutional framework and its role in shaping administrative structures and processes in India. It examines the formation, philosophy, and key features of the Constitution, along with fundamental rights, duties, and directive principles. The course also explores the functioning of major constitutional and statutory bodies, as well as the structure and role of Parliament in governance. It aims to develop an understanding of how constitutional provisions guide public administration and ensure democratic governance, accountability, and citizen welfare.</p>
---

<p><b>Course Objectives:</b></p> <p>During this course, the student is expected to:</p> <ol style="list-style-type: none"> <li><b>Understand the formation, Preamble, and salient features</b> of the Indian Constitution.</li> <li><b>Examine the constitutional framework</b>, including Fundamental Rights, Fundamental Duties, and Directive Principles of State Policy.</li> <li><b>Analyse the structure and functions of key constitutional and national bodies</b>, such as the Election Commission, UPSC, CAG, NHRC, and NITI Aayog.</li> <li><b>Study the structure and functioning of Parliament</b>, including the President, Lok Sabha, and Rajya Sabha.</li> <li><b>Understand contemporary issues like cyber security</b> and its importance in governance and administration.</li> </ol>
--

<p><b>Course Outcomes:</b></p> <p>At the end of this course, students will be able to:</p> <ol style="list-style-type: none"> <li><b>Develop a clear understanding of constitutional principles</b> and their relevance to public administration.</li> <li><b>Evaluate the role of fundamental rights, duties, and directive principles</b> in ensuring democratic governance.</li> <li><b>Analyse the functioning of constitutional and statutory bodies</b> in maintaining accountability and transparency.</li> <li><b>Understand the legislative framework and functioning of Parliament</b> in policy-making and governance.</li> </ol>
--

5. **Apply constitutional knowledge to contemporary administrative challenges**, including issues like cyber security.



<b>Unit-I: Indian Constitution &amp; Administration</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<b>Unit content:</b>		
<p>A) Formation of Indian Constitution</p> <p>B) Preamble of Indian Constitution</p> <p>C) Salient features of Indian Constitution</p>		
<b>Unit-II Constitutional Framework</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<b>Unit content:</b>		
<p>A) Fundamental Rights</p> <p>B) Fundamental Duties</p> <p>C) Directive Principle of State policy</p>		
<b>Unit-III: Constitutional and other National Bodies</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<b>Unit content:</b>		
<p>A) Structure and Functions</p> <p>B) Election Commission of India</p> <p>C) Union Public Service Commission</p> <p>D) Comptroller and Auditor General</p> <p>E) National Human Rights Commission</p> <p>F) NITI Aayog</p>		
<b>Unit IV- Parliament of Indian</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<b>Unit content:</b>		
<p>a) The President of India</p> <p>b) The Lok Sabha and The Rajya Sabha (Structure and Functions)</p> <p>c) Contemporary Cyber Security and Its Importance</p>		

**References:**

1) Mishra B.B., *The Central Administration of the East India Company*, Oxford Press, Delhi.

- 2) Basu Durgadas, *Introduction to the Constitution of India*, Wadhwa & Co., Nagpur.
- 3) Maheshwari Shriram, *Indian Administration*, Kitab Mahal, New Delhi.
- 4) Hoshiyar Singh, *Indian Administration*, Kitab Mahal, New Delhi.
- 5) Vidya Bhushan & Vishnu Bhagwan, *Indian Administration*, S. Chand & Co., New Delhi.
- 6) Ghai K.K., *Indian Government and Politics*, Kalyani Publishers, Ludhiana.
- 7) Gupta Jawaharlal, *Union Government and Administration*, Dominant Publishers, New Delhi.
- 8) Ramchandran Padma, *Public Administration in India*, National Book Trust, New Delhi.
- 9) Arora Ramesh, *Indian Administration*, Vishwas Prakashan, New Delhi.
- 10) Kabade, S. S. (2025). *India and the world: Governance and justice through historical lenses* (1st ed.). Harglim Group. ISBN: 978-81-988178-1-5.
- 11) Jitendra Wasnik, *Rural Development Administration in India*, HSRA Publications, Bangalore.
- 12) Maheshwari Shriram, *Indian Administration*, Orient Longman, New Delhi.
- 13) D.C. Gupta, *Indian Government and Politics*, Vikas Publishing House Pvt. Ltd., 1978.
- 14) Austin, Granville (1996), *The Indian Constitution: Cornerstone of a Nation*, Oxford: Clarendon Press.
- 15) Nehru, Jawaharlal (1949), *Independence and After*, New Delhi: Publication Division, Government of India.
- 16) Wheare, K.C. (1964), *Modern Constitutions*, London: Oxford University Press.
- 17) Frankfurter, Felix (1961), *Mr. Justice Holmes and the Supreme Court*, Cambridge: The Belknap Press of Harvard University Press.
- 18) Kashyap, S.C. (1995), *Our Constitution*, New Delhi: National Book Trust, India.
- 19) Basu, D.D. (1991), *Introduction to the Constitution of India*, New Delhi: Prentice Hall of India Pvt. Ltd.
- 20) प्रा डॉ लक्ष्मण काशिनाथ उलगडे, भारतीय प्रशासन अरुणा प्रकाशन लातूर 26 एप्रिल 2011.
- 21) डॉ.लक्ष्मण उलगडे, सेट/नेट विद्याभारती लोकप्रशासन, प्रथमावृत्ती 2024

NAAC Accredited-2022  
'B++' Grade (CGPA-2.96)

 <p>पुण्यश्लोक अहिल्यादेवी होळकर सोलापूर विद्यापीठ ॥ विद्या संपन्नता ॥ NAAC Accredited-2022 *B++ Grade (CGPA-2.96)</p>	<p><b>Punyashlok Ahilyadevi Holkar Solapur University, Solapur</b> <b>M.A. I (Public Administration) Semester-I</b> Vertical: RM <b>Course Code: M1726-RM-11</b> <b>Paper Name: Research Methodology In Public Administration</b> w.e.f. June 2026</p>	
<p><b>*Teaching Scheme</b> <b>Lectures:04 Hours/week, 04 Credits</b></p>		<p><b>*Examination Scheme</b> <b>UA:60 Marks</b> <b>CA: 40 Marks</b></p>

<p><b>Course Preamble:</b></p> <p>The course “<i>Research Methodology in Public Administration</i>” is designed to equip students with the essential knowledge and skills required for conducting systematic and scientific research in the field of public administration. It introduces the fundamental concepts of research, various methods and approaches, and the stages involved in the research process. The course emphasizes data collection techniques, analysis, and report writing, enabling students to undertake empirical studies and contribute to policy-making and administrative improvements.</p>
--

<p><b>Course Objectives:</b></p> <p>During this course, the student is expected to:</p> <ol style="list-style-type: none"> <li><b>Understand the fundamentals of research methodology</b>, including meaning, objectives, importance, and types of research in public administration.</li> <li><b>Examine various research methods</b> such as experimental, statistical, case study, and survey methods used in social sciences.</li> <li><b>Analyse the stages of research</b>, including problem formulation, hypothesis development, and research design.</li> <li><b>Develop knowledge of data collection techniques</b>, including primary and secondary data, questionnaire, interview, observation, and case study methods.</li> <li><b>Understand report writing and data analysis</b>, including statistical tools and software like SPSS and other data management systems.</li> </ol>
---

<p><b>Course Outcomes:</b></p> <p>At the end of this course, students will be able to:</p> <ol style="list-style-type: none"> <li><b>Develop a clear understanding of research concepts and methodologies</b> relevant to public administration.</li> <li><b>Formulate research problems, objectives, and hypotheses</b> effectively.</li> <li><b>Apply appropriate research methods and data collection techniques</b> in empirical studies.</li> <li><b>Analyse and interpret data using basic statistical tools and software.</b></li> <li><b>Prepare structured and scientific research reports</b>, enhancing their academic and professional research skills.</li> </ol>
--

<b>Unit-I Research Methodology</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<p>a) Meaning and Objectives of Research, Methodology Importance of Research in Public Administration, Problem of Research in Public Administration</p> <p>b) Types of Research</p> <p>c) Significance of Research</p> <p>d) Research Methods in Social Science: Experimental Method, Statistical Method, Case Study Method, and Survey Method.</p>		
<b>Unit-II Stages of Research</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<p>a) Defining the Research Problem and Selection of Research Topic</p> <p>b) Formulation of Objectives of Research</p> <p>c) Hypothesis – Meaning, Sources, Types and Characteristics of Good Hypothesis</p> <p>d) Research Design - Meaning, Types and Characteristics of Good Research Design</p>		
<b>Unit -III Methods of Collection of Information &amp; Data</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<p>a) Data Collection- Primary and Secondary Data</p> <p>b) Questionnaire and Schedule- Meaning and Types</p> <p>c) Interview and Observation- Meaning and Techniques &amp; Survey</p> <p>d) Case study Method</p>		
<b>Unit -IV Report Writing &amp; Data Analysis</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<p>a) Objectives of Report Writing</p> <p>b) Steps of Report Writing</p> <p>c) Content of Report</p> <p>d) Data Analysis: Mode and Median Methods of data Analysis, computer software- Statistical Analysis packages (e.g.SPSS), Spreadsheet, Database Management Systems.</p>		

**References:**

- 1) Kothari, C. R. (2004). *Research Methodology*. New Delhi: New Age International Pvt. Ltd. Publishers.
- 2) Good, William J., & Hatt, Paul K. *Methods in Social Research*. New Delhi: Surjeet Publications.
- 3) Krishnaswami, O. R. *Methodology of Research in Social Sciences*. New Delhi: Himalaya Publishing House.
- 4) Ghosh, B. N. *Scientific Methods and Social Research*. New Delhi: Sterling Publications Pvt. Ltd.
- 5) Rathod, S. G. (2025). From classroom to command: How on-job training transforms future administrators and political leadership. *Shodh Samalochan*, 5, 70–74. ISSN: 2348-5639.

- 6) Acharyya, Rajat. *Research Methodology for Social Sciences*. India: Routledge.
- 7) भांडारकर, पू. ल. (1976). *सामाजिक संशोधन पद्धती*. नागपूर: दत्तराज प्रकाशन.
- 8) आगलावे, प्रदीप. (2011). *सामाजिक संशोधन पद्धतीशास्त्र आणि तंत्रे*. नागपूर: श्री साईनाथ प्रकाशन.
- 9) नाडगोंडे, गुरुनाथ. *सामाजिक संशोधन पद्धती*. कोल्हापूर: फडके प्रकाशन.
- 10) बेहरे, सुमन. (2002). *सामाजिक संशोधन पद्धती*. नागपूर: विद्या प्रकाशन.
- 11) खैरनार, दिलीप. (2012). *प्रगत सामाजिक संशोधन पद्धती*. पुणे: डायमंड प्रकाशन.
- 12) प्रा. डॉ. लक्ष्मण काशिनाथ उलगाडे, लोकप्रशासन संकल्पना व तत्वे : कोश एज्युकेशनल पब्लिशर्स औरंगाबाद, 22 ऑक्टोबर 2025.



पुण्यश्लोक अहिल्यादेवी होळकर  
सोलापूर विद्यापीठ

॥ विद्यया संपन्नता ॥

NAAC Accredited-2022  
'B++' Grade (CGPA-2.96)

 <p>पुण्यश्लोक अहिल्यादेवी होळकर सोलापूर विद्यापीठ ॥ विद्यया संपन्ना ॥ NAAC Accredited-2022 'B++' Grade (CGPA-2.96)</p>	<p><b>Punyashlok Ahilyadevi Holkar Solapur University, Solapur</b> <b>M.A. Part- I (Public Administration) Semester-II</b> <b>Vertical: Major Mandatory DSC-V</b> <b>Course Code: M1726-DSC-25</b> <b>Paper Name: Administrative Organization and its Principles</b></p>	
<p><b>*Teaching Scheme</b> <b>Lectures:04 Hours/week, 04 Credits</b></p>	<p><b>*Examination Scheme</b> <b>UA:60 Marks</b> <b>CA: 40 Marks</b></p>	

<p><b>Course Preamble:</b></p>
<p>The course “<i>Administrative Organization and its Principles</i>” provides a comprehensive understanding of organizational structure, functioning, and principles in public administration. It examines the nature and forms of organization, along with key principles such as hierarchy, span of control, coordination, and decision-making. The course also explores line and staff agencies, different types of administrative organizations, and the role of the Chief Executive in governance. It aims to develop analytical and practical insights into efficient administrative management and organizational effectiveness.</p>

<p><b>Course Objectives:</b></p>
<p>During this course, the student is expected to:</p>
<p>1. <b>Understand the concept, nature, and importance of organization</b>, including formal and informal structures and basic elements of organization.</p>
<p>2. <b>Examine the key principles of organization</b>, such as hierarchy, span of control, coordination, and decision-making.</p>
<p>3. <b>Analyse line and staff agencies</b>, including their meaning, types, and functions in administration.</p>
<p>4. <b>Study different forms of administrative organization</b>, including departments and public corporations.</p>
<p>5. <b>Understand the role of the Chief Executive</b>, including types, functions, and essential qualities in administration.</p>

<p><b>Course Outcomes:</b></p>
<p>At the end of this course, students will be able to:</p>
<p>1. <b>Develop a clear understanding of organizational concepts and structures</b> in public administration.</p>

2. Evaluate the application of organizational principles in administrative efficiency and effectiveness.
3. Analyse the functioning of line and staff agencies and their role in governance.
4. Understand different administrative organizational forms and their practical relevance.
5. Assess the leadership role of the Chief Executive in policy-making and administration.

<b>Unit-I: Organization</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<b>Unit content:</b> A) Meaning, Nature, and Importance of Organization B) Forms of Organization: 1) Formal Organization 2) Informal Organization 3) Basic of Organization (4ps)		
<b>Unit-II Principles of Organization</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<b>Unit content:</b> A) Hierarchy- Meaning, Merits and Demerits B) Span of Control-Meaning, Importance and Dependent Factors C) Co-Ordination- Meaning, Importance, and Elements D) Decision Making- Meaning, Importance and Stages.		
<b>Unit-III Line and Staff Agencies</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<b>Unit content:</b> A) Meaning, Types, and Functions. B) Types of Administrative Organization. 1) Department: Meaning, Types and Basic Elements 2) Public Corporation: Meaning and Characteristics.		
<b>Unit-IV: Chief Executive</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<b>Unit content:</b> A) Types, Functions and Qualities of Chief Executive		

## References:

1. A. Avasthi & R. Maheshwari: Public Administration, Lakshmi Narain Agarwal, Agra, 2012.
2. M. Bhattacharya, New Horizons of Public Administration, Jawahar Publishers and Distributors, New Delhi, 2015.
3. H. Singh and M. Singh, Public Administration in India: Theory and Practice, Sterling Publishers, New Delhi, 1990.
4. R. K. Arora & R. Goyal: Indian Public Administration, Vishwa Prakashan, New Delhi, 2010.
5. M. P. Sharma and B. L. Sadhana, Public Administration in Theory and Practice, Kitab Mahal, Allahabad, 2001.
6. Avasthi & Maheshwari (2012), Public Administration, Lakshmi Narain Agarwal, Agra.
7. Arguden, Yilmaz (2011), Keys to Governance: Strategic Leadership for Quality of Life, Macmillan, Hampshire.
8. Arndt, Christiane and Charles Oman (2006), Uses and Abuses of Governance Indicators, OECD, Paris.
9. Bhattacharya, Mohit (2013), New Horizons of Public Administration, Jawahar Publishers, New Delhi; Donald Menzel and Harvey White (eds.) (2011), The State of Public Administration: Issues, Challenges and Opportunities, M. E. Sharpe, New York.
10. Henry, Nicholas (2006), Public Administration and Public Affairs, Prentice Hall of India, New Delhi.
11. Jan-Erik Lane (2000), New Public Management: An Introduction, Routledge, London; Ravindra Prasad et al. (eds.) (2013), Administrative Thinkers, Sterling, New Delhi.
12. Donald Menzel (ed.) (2011), The State of Public Administration: Issues, Challenges and Opportunity, M. E. Sharpe, New York.
13. Frank J. Goodnow, Politics and Administration: A Study in Government, Transaction Publishers, New York, 2003.
14. O'Leary, Rosemary et al. (2010), The Future of Public Administration around the World: The Minnowbrook Perspective, Georgetown University Press, DC.
15. Martin Albrow (1970), Bureaucracy, MacMillan, London.
16. United Nations, Department of Economic and Social Affairs (1975), Development Administration: Current Approaches and Trends in Public Administration for Development, UN, New York.
17. Wilson, Woodrow (1887), "The Study of Administration," Political Science Quarterly, Vol. 2 (June).
18. Avasthi and Mahadeshwar (1988), Administration, Lakshmi Narain Agarwal, Agra.
19. Hoshiar Singh & Pardeep Sachdeva (2005), Administrative Theory, Kitab Mahal, New Delhi.

20. J. D. Strassman (1985), Public Administration, Holt, Rinehart and Winston, New York.
21. S. L. Goel (2003), Public Administration (Theory & Practice), Deep & Deep Publications, New Delhi.
22. C. P. Bhambhari (1992-93), Public Administration: Theory and Practice, Jai Prakash Nath Publishers, Meerut.
23. Denis L. Mueller, Public Choice, Cambridge University Press.
24. Robert T. Golembiewski (1973), Public Administration as a Developing Discipline, Marcel Dekker, New York.
25. प्रा. बी. बी. पाटील, लोकप्रशासन, फडके प्रकाशन, कोल्हापूर.
26. डॉ. लक्ष्मण उलगडे, सेट/नेट विद्याभारती लोकप्रशासन, प्रथमावृत्ती 2024
27. प्रा. डॉ. लक्ष्मण काशिनाथ उलगडे, लोकप्रशासन संकल्पना व तत्त्वे : कोश एज्युकेशनल पब्लिशर्स औरंगाबाद, 22 ऑक्टोबर 2025.



पुण्यश्लोक अहिल्यादेवी होळकर  
सोलापूर विद्यापीठ

॥ विद्यया संपन्नता ॥

NAAC Accredited-2022  
'B++' Grade (CGPA-2.96)

 <p>पुण्यश्लोक अहिल्यादेवी होळकर सोलापूर विद्यापीठ ॥ विद्यया संपन्नता ॥ NAAC Accredited-2022 'B++' Grade (CGPA-2.96)</p>	<p><b>Punyashlok Ahilyadevi Holkar Solapur University, Solapur</b> <b>M.A. Part- I (Public Administration) Semester-II</b> Vertical: Major Mandatory DSC-VI <b>Course Code:</b> M1726-DSC-26 <b>Paper Name:</b> Government and Administration in Maharashtra</p>	
<p><b>*Teaching Scheme</b> <b>Lectures:04 Hours/week, 04 Credits</b></p>	<p><b>*Examination Scheme</b> <b>UA:60 Marks</b> <b>CA: 40 Marks</b></p>	

<p><b>Course Preamble:</b></p> <p>The course “<i>Government and Administration in Maharashtra</i>” provides a detailed understanding of the structure and functioning of the state government and its administrative system. It covers the historical formation and reorganisation of Maharashtra, the composition and role of the state legislature, executive, and judiciary. The course also highlights the functioning of key administrative institutions such as the State Secretariat and the role of the Chief Secretary. It aims to develop a comprehensive understanding of state-level governance and administrative processes in Maharashtra.</p>
--

<p><b>Course Objectives:</b></p> <p>During this course, the student is expected to:</p> <ol style="list-style-type: none"> <li><b>Understand the formation and reorganisation of Maharashtra state</b> and its administrative significance.</li> <li><b>Examine the structure and functions of the State Legislature</b>, including Vidhan Sabha and Vidhan Parishad.</li> <li><b>Analyse the powers and functions of key executive authorities</b>, including the Governor, Chief Minister, and Council of Ministers.</li> <li><b>Study the structure and functioning of the State Secretariat and the role of the Chief Secretary.</b></li> <li><b>Understand the composition, powers, and functions of the High Court</b> in the state judiciary.</li> </ol>
---

<p><b>Course Outcomes:</b></p> <p>At the end of this course, students will be able to:</p> <ol style="list-style-type: none"> <li><b>Develop a clear understanding of the evolution and structure</b> of Maharashtra’s government and administration.</li> <li><b>Analyse the functioning of legislative institutions</b> at the state level.</li> <li><b>Evaluate the role of executive authorities</b> in policy-making and administration.</li> <li><b>Understand administrative coordination through the State Secretariat</b> and leadership of the Chief Secretary.</li> <li><b>Assess the role of the judiciary</b>, particularly the High Court, in ensuring justice and constitutional governance.</li> </ol>
--

<b>Unit-I: Government and Administration in Maharashtra</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<b>Unit content:</b> a) Formation and Reorganisation of Maharashtra state		
<b>Unit-II: State Legislature</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<b>Unit content:</b> a) Legislative Assembly (Vidhan Sabha): Composition and Functions b) Legislative Council (Vidhan Parishad): Composition and Functions		
<b>Unit III: State Government and Administration</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<b>Unit content:</b> a) Governor: Power, Functions and Role b) Chief Minister: Power and Functions c) Council of Ministers: Composition and Functions. d) State Secretariat: Composition and Functions e) Chief Secretary: Power and Functions		
<b>Unit IV: State Judiciary</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<b>Unit content:</b> a) High court: Composition, Power, and Functions		

#### References:


- 1) Baviskar B. S., *The Politics of Development – Sugar Co-operative in Rural Maharashtra*, Oxford University Press, 1980.
- 2) Lele Jayant, *Elite Pluralism and Class Rule – Political Development in Maharashtra*, Popular, Mumbai, 1982.
- 3) Frankel Francine & Rao M. S. A., *Dominance and State Power in Modern India – Decline of a Social Order*, Vol. 2, Oxford University Press, 1993.
- 4) Sirsakar V. M., *Politics of Modern Maharashtra*, Orient Longman, 1994.
- 5) Phadke Y. D., *Language and Politics*, Himalaya Publishing House, 1969.
- 6) Thakkar Usha and Kulkarni Mangesh (Ed.), *Politics in Maharashtra*, Himalaya Publishing House, 1995.
- 7) Kabade, S. S. (2026). *India and the world: Governance and justice through historical lenses* (1st ed.). Harglim Group. ISBN: 978-81-988178-1-5.
- 8) Omvedt Gail, *Reinventing Revolution: New Social Movements and the Socialist Tradition in India*, M. E. Sharpe, 1993.

- 9) Zelliott Eleanor, "Buddhism and Politics in Maharashtra," in Smith D. E. (Ed.), *South Asian Politics and Religion*, Princeton University Press, 1966.
- 10) Zelliott Eleanor, *From Untouchable to Dalit – Essays on the Ambedkar Movement*, Manohar, 2005.
- 11) Jugale V. B. and Dange S. A., *Economy of Maharashtra: Problems and Prospects*, Shivaji University, Kolhapur, 2003.
- 12) Jain Ashok, *Political Process in Maharashtra*, Seth Publishers, Mumbai, 2009.
- 13) पाटील पी. बी., *पंचायत राज व्यवस्था समिती अहवाल*.
- 14) भोळे भास्कर, बेडिकहाळ किशोर (संपा.), *बदलता महाराष्ट्र*, आंबेडकर अकादमी, सातारा, 2002.
- 15) फडके य. दि., *विसाव्या शतकातील महाराष्ट्र*, खंड 6, 7, 8, मौज प्रकाशन, पुणे, 2007.
- 16) प्रा डॉ लक्ष्मण काशिनाथ उलगडे, *भारतीय प्रशासन अरुणा प्रकाशन लातूर 26 एप्रिल 2011*.
- 17) प्रा डॉ लक्ष्मण काशिनाथ उलगडे, *जिल्हा प्रशासन, नोएडा पब्लिशिंग्स लखनौ, उत्तर प्रदेश, 2021 (पुणे विद्यापीठ पुणे)*
- 18) प्रा. डॉ. लक्ष्मण काशिनाथ उलगडे, *लोकप्रशासन संकल्पना व तत्वे : कोश एज्युकेशनल पब्लिशर्स औरंगाबाद, 22 ऑक्टोबर 2025*.

पुण्यश्लोक अहिल्यादेवी होळकर  
सोलापूर विद्यापीठ

॥ विद्यया संपन्नता ॥

NAAC Accredited-2022  
'B++' Grade (CGPA-2.96)

 <p>पुण्यश्लोक अहिल्यादेवी होळकर सोलापूर विद्यापीठ ॥ विद्यया संपन्नता ॥ NAAC Accredited-2022 'B++' Grade (CGPA-2.96)</p>	<p><b>Punyashlok Ahilyadevi Holkar Solapur University, Solapur</b> <b>M.A. Part- I (Public Administration) Semester-II</b> Vertical: Major Mandatory DSC-VII <b>Course Code: M1726-DSC-27</b> <b>Paper Name: Rural Local Self-Government in India</b></p>	
<p><b>*Teaching Scheme</b> <b>Lectures:04 Hours/week, 04 Credits</b></p>	<p><b>*Examination Scheme</b> <b>UA:60 Marks</b> <b>CA: 40 Marks</b></p>	

<p><b>Course Preamble:</b></p> <p>The course “<i>Rural Local Self-Government in India</i>” focuses on the structure, evolution, and functioning of grassroots democratic institutions in rural India. It examines the concept and significance of local government, the historical development of Panchayati Raj Institutions, and key committees that shaped decentralization. The course also highlights the constitutional status provided by the <b>73rd Constitutional Amendment Act, 1993</b>, and analyses the composition and functions of various rural local bodies. It aims to provide students with a comprehensive understanding of democratic decentralization and rural governance.</p>
--

<p><b>Course Objectives:</b></p> <p>During this course, the student is expected to:</p> <ol style="list-style-type: none"> <li><b>Understand the concept, features, and importance of local government</b> in India.</li> <li><b>Examine the evolution of Panchayati Raj Institutions</b>, including major committees and development programs.</li> <li><b>Analyse the provisions and impact of the 73rd Constitutional Amendment Act.</b></li> <li><b>Study the composition and functions of Panchayati Raj Institutions</b>, including Zila Parishad, Panchayat Samiti, and Gram Panchayat.</li> <li><b>Develop an understanding of grassroots democracy and rural governance</b> in India.</li> </ol>
---

<p><b>Course Outcomes:</b></p> <p>At the end of this course, students will be able to:</p> <ol style="list-style-type: none"> <li><b>Explain the role and significance of local self-government</b> in democratic governance.</li> <li><b>Analyse the historical development and institutional framework</b> of Panchayati Raj in India.</li> <li><b>Evaluate the impact of constitutional provisions</b> on decentralization and rural development.</li> <li><b>Understand the structure and functioning of rural local bodies</b> at different levels.</li> <li><b>Apply knowledge of rural governance</b> to contemporary issues in local administration and development.</li> </ol>
---

<b>Unit I Local Government</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<b>Unit content:</b> a) Meaning, Features and Importance.		
<b>Unit II: Evolution of Panchayati Raj Institutions</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<b>Unit content:</b> a) Historical development of Panchayat Raj b) Community Development Program (CDP) c) Balwant Rai Mehta Committee d) Ashok Mehta Committee e) Vasant Rao Naik Committee		
<b>Unit III: 73rd Constitutional Amendment Act-1993</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<b>Unit content:</b> a) Provisions b) Impact		
<b>Unit IV: Compositions &amp; Functions of Panchayat Raj Institutions</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<b>Unit content:</b> a) Zila Parishad b) Panchayat Samiti c) Gram panchayat, Gram sabha		

**Reference:**

- 1) Rawat, Harikrishna (2013), *Samajik Shodh Ki Vidhiya*, Rawat Publications, New Delhi; Ahluwalia, Isher Judge (2017), *Urbanisation in India*, Sage, New Delhi.
- 2) Arora, R. K. & Goyal, R. (1996), *Indian Public Administration*, Vishwa Prakashan, New Delhi.
- 3) Aziz, A. (1996), *Decentralised Governance in Asian Countries* (Ed.), Sage, New Delhi.
- 4) Bhadouria, B. D. S. & Dubey, V. P. (1989), *Panchayati Raj and Rural Development*, Commonwealth Publishers, New Delhi.
- 5) Bhattacharya, Mohit (1976), *Management of Urban Government in India*, Uppal, New Delhi.
- 6) Sachdeva, Pradeep (2011), *Local Government in India*, Pearson, Delhi.
- 7) Maheshwari, S. R. (2003), *Local Government in India*, Lakshmi Narain Agarwal, Agra.
- 8) Maheshwari, S. R. (2017), *Bharat Me Sthaniya Shasan*, Lakshmi Narain Agarwal, Agra.

9) Mathew, G. (1994), *Panchayati Raj in India: From Legislation to Movement*, New Delhi.

10) Kabade, S. S. (2026). *India and the world: Governance and justice through historical lenses* (1st ed.). Harglim Group. ISBN: 978-81-988178-1-5..

11) Bhattacharya, Mohit (1976), *Management of Urban Government in India*, Uppal, New Delhi.

12) प्रा डॉ लक्ष्मण काशिनाथ उलगडे, जिल्हा प्रशासन, नोएडा पब्लिशिंगर्स लखनौ, उत्तर प्रदेश ,2021



13) डॉ.लक्ष्मण उलगडे, सेट/नेट विद्याभारती लोकप्रशासन, प्रथमावृत्ती 2024



पुण्यश्लोक अहिल्यादेवी होळकर  
सोलापूर विद्यापीठ

॥ विद्यया संपन्नता ॥

NAAC Accredited-2022  
'B++' Grade (CGPA-2.96)

 <p>पुण्यश्लोक अहिल्यादेवी होळकर सोलापूर विद्यापीठ ॥ विद्यया संपन्नता ॥ NAAC Accredited-2022 'B++' Grade (CGPA-2.96)</p>	<p><b>Punyashlok Ahilyadevi Holkar Solapur University, Solapur</b> <b>M.A. Part- I (Public Administration) Semester-II</b> <b>Vertical: Major Mandatory DSC-VIII</b> <b>Course Code: M1726-DSC-28</b> <b>Paper Name: District Administration</b></p>	
<p><b>*Teaching Scheme</b> <b>Lectures:02 Hours/week, 02 Credits</b></p>	<p><b>*Examination Scheme</b> <b>UA:30 Marks</b> <b>CA: 20 Marks</b></p>	

<p><b>Course Preamble:</b></p>
<p>The course “<i>District Administration</i>” focuses on the structure, functions, and significance of district-level governance in India. As the district is the fundamental unit of administration, this course examines its role in maintaining law and order, implementing government policies, and ensuring efficient service delivery. It also highlights the functioning of district revenue administration and judiciary, along with the roles of key officials such as the District Collector and subordinate officers. The course aims to provide a comprehensive understanding of grassroots administration and its importance in governance.</p>

<p><b>Course Objectives:</b></p>
<p>During this course, the student is expected to:</p>
<p>1. <b>Understand the concept and importance of district administration</b> and its key elements.</p>
<p>2. <b>Examine the principles and significance of law and order</b> in district governance.</p>
<p>3. <b>Analyse the structure and functioning of district revenue administration</b>, including roles of various officials.</p>
<p>4. <b>Study the roles and responsibilities of key administrative officers</b>, such as District Collector, SDO, Tahsildar, and others.</p>
<p>5. <b>Understand the structure and functioning of district judiciary</b>, including district and subordinate courts.</p>

<p><b>Course Outcomes:</b></p>
<p>At the end of this course, students will be able to:</p>
<p>1. <b>Develop a clear understanding of district administration</b> and its role in governance.</p>
<p>2. <b>Evaluate the importance of maintaining law and order</b> at the district level.</p>
<p>3. <b>Analyse the functioning of revenue administration</b> and its impact on governance.</p>
<p>4. <b>Understand the roles of key administrative functionaries</b> in district administration.</p>
<p>5. <b>Assess the functioning of district judiciary</b> in delivering justice at the local level.</p>

‘B++’ Grade (CGPA-2.96)

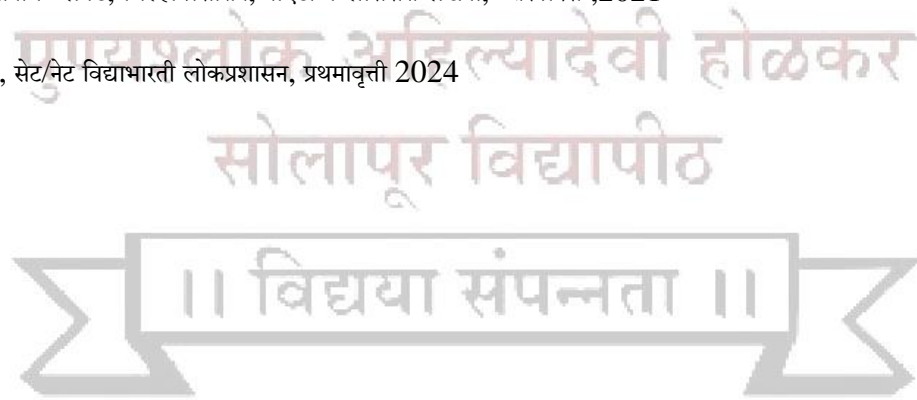
<p><b>Unit-I District Administration &amp; Law and Order</b></p>	<p><b>No. of lectures-15</b></p>	<p><b>Weightage:9-15 Marks</b></p>
<p><b>Unit content:</b> a) Meaning, Importance of District Administration</p>		

b) Elements of District Administration. c) Meaning and Importance of Law and Orders d) Principles of Law and Orders.		
<b>Unit-II: District Revenue Administration &amp; District Judiciary</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<b>Unit content:</b> a) District Revenue Administration: <ol style="list-style-type: none"> <li>1) District Collector.</li> <li>2) Sub Divisional Officer.</li> <li>3) Tahsildar.</li> <li>4) Mandal Adhikari.</li> <li>5) Talathi.</li> <li>6) Kotwal.</li> </ol> b) District Judiciary: <ol style="list-style-type: none"> <li>1) District Court.</li> <li>2) Taluka Court.</li> <li>3) Loknyayalay.</li> </ol>		

**References:**

- 1) Goel S. L. & Ram Kumar, *Disaster Management*, Deep & Deep Publications, New Delhi, 2005.
- 2) Kamal Taori, *Disaster Management through Panchayati Raj*, Concept Publishing Company, New Delhi.
- 3) Maskrey A., *Disaster Mitigation: A Community Based Approach*, Development Guidelines No. 3, Oxfam, UK, 1989.
- 4) Nikuj Kumar, *Disaster Management*, Alfa Publications, New Delhi, 2006.
- 5) Singh S. R., *Disaster Management*, APH Publishing Corporation, New Delhi, 2009.
- 6) Prabhas Chandra Sinha, *Disaster Management: Process, Laws, Policy and Strategy*, SBS Publishers & Distributors Pvt. Ltd., New Delhi, 2006.
- 7) Ghosh G. K., *Disaster Management*, Vol. I–VI, APH Publishing Corporation, New Delhi, 2006.

- 8) Parasuraman S. & Unikrishnan, *India Disaster Report: Towards a Policy Initiative*, Oxford University Press, New Delhi, 2000.
- 9) Pawar M. C., *Disaster Management: Indian Experience*, MPS Publishers & Distributors, New Delhi, 2008.
- 10) Kapur A., *Disasters in India: Studies of Grim Reality*, Rawat Publications, New Delhi, 2005.
- 11) Ministry of Home Affairs, Government of India, *Disaster Management in India: A Status Report*, 2004.
- 12) Colonel P. P. Marathe, *Principles of Disaster Management*, Diamond Publications, Pune.
- 13) डॉ. शिंदे प्रकाश व प्रा. मोहम्मद हनीफ शेख, *आपत्ती व्यवस्थापन व अशासकीय संघटनांचे प्रशासन*, अरुणा प्रकाशन, लातूर.
- 14) डॉ. पंचशील एकबेकर, डॉ. तरोडे व डॉ. वाघमारे, *लोकप्रशासनातील नवप्रवाह*, ओमसाई सेवाभावी संस्था, नायगाव.
- 15) श्री रविंद्र कोल्हे, *टाईम मॅनेजमेंट*, साकेत प्रकाशन, औरंगाबाद.
- 16) डॉ. सुरेंद्र कटारिया, *लोकप्रशासन*, नॅशनल पब्लिकेशन हाऊस, नवी दिल्ली.
- 17) डॉ. बीरेंद्र प्रसाद सिंह, *लोकप्रशासन*, ज्ञानदा प्रकाशन, नवी दिल्ली.
- 18) डॉ. बी. एल. फाडिया, *लोकप्रशासन*, साहित्य भवन पब्लिकेशन, आग्रा.
- 19) डॉ. घोरमोडे के. यू. व डॉ. घोरमोडे कला, *आपत्ती व्यवस्थापन*, विद्या प्रकाशन, नागपूर.
- 20) प्रा. डॉ. लक्ष्मण काशिनाथ उलगडे, *जिल्हा प्रशासन, नोएडा पब्लिशिंगर्स लखनौ, उत्तर प्रदेश, 2021*
- 21) डॉ. लक्ष्मण उलगडे, *सेट/नेट विद्याभारती लोकप्रशासन, प्रथमावृत्ती 2024*



NAAC Accredited-2022  
'B++' Grade (CGPA-2.96)

 <p>पुण्यश्लोक अहिल्यादेवी होळकर सोलापूर विद्यापीठ ॥ विद्यया संपन्नता ॥ NAAC Accredited-2022 "B++" Grade (CGPA-2.96)</p>	<p><b>Punyashlok Ahilyadevi Holkar Solapur University, Solapur</b>  <b>M.A. Part- I (Public Administration) Semester-II</b>  <b>Vertical : Major Elective DSE-II (A)</b>  <b>Course Code: M1726-DSE-2A</b>  <b>Paper Name: Indian Democracy and Welfare State</b>  <b>w.e.f. June 2026</b></p>	
<p><b>*Teaching Scheme</b>  <b>Lectures:04 Hours/week, 04 Credits</b></p>	<p><b>*Examination Scheme</b>  <b>UA:60 Marks</b>  <b>CA: 40 Marks</b></p>	

<p><b>Course Preamble:</b></p>
<p>The course “<i>Indian Democracy and Welfare State</i>” provides a comprehensive understanding of the nature, structure, and functioning of democracy in India, along with its evolution into a welfare-oriented state. It explores the theoretical foundations of democracy, its core features in the Indian context, and the principles of a welfare state aimed at promoting social and economic justice. The course also critically examines the challenges faced by Indian democracy and the measures adopted to strengthen democratic institutions and welfare governance.</p>

<p><b>Course Objectives:</b></p>
<p>During this course, the student is expected to:</p>
<p>1. <b>Understand the concept, nature, and features of democracy</b>, including its merits and demerits.</p>
<p>2. <b>Examine the core principles and characteristics of Indian democracy.</b></p>
<p>3. <b>Analyse the concept of the welfare state</b>, including its purpose, nature, and features.</p>
<p>4. <b>Evaluate the merits and limitations of a welfare state</b> in the Indian context.</p>
<p>5. <b>Identify the challenges faced by Indian democracy</b> and examine measures to strengthen it.</p>



<p><b>Course Outcomes:</b></p>
<p>At the end of this course, students will be able to:</p>
<p>1. <b>Develop a clear understanding of democratic principles</b> and their application in India.</p>
<p>2. <b>Analyse the structure and functioning of Indian democracy</b> in practice.</p>
<p>3. <b>Understand the concept and significance of the welfare state</b> in promoting social justice.</p>
<p>4. <b>Critically evaluate the strengths and weaknesses</b> of democracy and welfare policies.</p>
<p>5. <b>Assess contemporary challenges and reforms</b> required for strengthening Indian democracy.</p>

<b>Unit-I: Indian Democracy</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<b>Unit content:</b>		
(a) Introduction, Meaning & Definition, Nature, Merits and Demerits of Democracy		
<b>Unit-II: Core of Indian Democracy</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<b>Unit content:</b>		
(a) Introduction, Concepts, Features of Indian Democracy		
<b>Unit-III: India: Welfare State</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<b>Unit content:</b>		
(a) Introduction, Meaning & Definition, Purpose, Features, Nature, Merits and Demerits of Welfare State		
<b>Unit-IV: Measures &amp; Challenges of Indian Democracy</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<b>Unit content:</b>		
(a) Introduction, Challenges and Measures		

## References

1. L. Ganguly, *Democracy and Welfare State* (Financial Analyst).
2. Amy Gutmann, *Democracy and Welfare State*.
3. Paul Spicker, *The Welfare State: A General Theory*.
4. U.N. Gupta, *Indian Parliamentary Democracy*.
5. डॉ. लक्ष्मण काशिनाथ उलगडे, *भारतीय लोकशाही आणि कल्याणकारी राज्य*, अरुणा प्रकाशन, लातूर, 22 ऑक्टोबर 2017.
6. प्रा. लक्ष्मण कोत्तापल्ले, *भारतामधील सामाजिक कल्याण प्रशासन व समाजकार्य*, विद्या बुक्स पब्लिशर्स, औरंगाबाद.
7. एम. पी.एस., *भारत: लोकतंत्र और विकास*, गुलीबाबा पब्लिशिंग हाऊस प्रा. लि.
8. डॉ. सुरेंद्र कटारिया, *लोकप्रशासन*, नॅशनल पब्लिशिंग हाऊस, जयपूर.
9. प्रा. डॉ. लक्ष्मण काशिनाथ उलगडे, *भारतीय प्रशासन*, अरुणा प्रकाशन, लातूर, 26 एप्रिल 2011.
10. डॉ. पारस बोरा, *लोकप्रशासनशास्त्र*, ज्ञानसमिधा पब्लिशिंग वर्ल्ड, औरंगाबाद.

NAAC Accredited-2022  
'B++' Grade (CGPA-2.96)

 <p>पुण्यश्लोक अहिल्यादेवी होळकर सोलापूर विद्यापीठ ॥ विद्यया संपन्नता ॥ NAAAC Accredited-2022 'B++' Grade (CGPA-2.96)</p>	<p><b>Punyashlok Ahilyadevi Holkar Solapur University, Solapur</b> <b>M.A. Part- I (Public Administration) Semester-II</b> <b>Vertical: Major Elective DSE-II (B)</b> <b>Course Code: M1726-DSE-2A</b> <b>Paper Name: Human Resource Administration</b></p>	
<p><b>*Teaching Scheme</b> <b>Lectures:04 Hours/week, 04 Credits</b></p>	<p><b>*Examination Scheme</b> <b>UA:60 Marks</b> <b>CA: 40 Marks</b></p>	

<p><b>Course Preamble:</b></p>
<p>The course “<i>Human Resource Administration</i>” focuses on the management and development of human resources in public administration. It provides an understanding of the principles and practices related to human resource planning, recruitment, and training. The course emphasizes the importance of efficient personnel management in achieving administrative effectiveness. It also highlights the role of key training institutions such as the Lal Bahadur Shastri National Academy of Administration, Sardar Vallabhbhai Patel National Police Academy, and Yashwantrao Chavan Academy of Development Administration in capacity building and professional development of public servants.</p>

<p><b>Course Objectives:</b></p>
<p>During this course, the student is expected to:</p>
<p>1. <b>Understand the concept, nature, and scope of Human Resource Administration</b> and its significance in public administration.</p>
<p>2. <b>Examine the process of human resource planning</b>, including its needs and importance.</p>
<p>3. <b>Analyse recruitment systems</b>, including methods such as spoil system and merit system, and types of recruitment.</p>
<p>4. <b>Study the concept and importance of training</b>, including its objectives and types.</p>
<p>5. <b>Understand the role of training institutions</b> in developing skills and efficiency among public officials.</p>

<p><b>Course Outcomes:</b></p>
<p>At the end of this course, students will be able to:</p>
<p>1. <b>Develop a clear understanding of human resource management practices</b> in public administration.</p>
<p>2. <b>Analyse the importance of planning and recruitment</b> in building an efficient workforce.</p>
<p>3. <b>Evaluate different recruitment methods and systems</b> in governance.</p>
<p>4. <b>Understand the role of training and capacity building</b> in administrative effectiveness.</p>
<p>5. <b>Assess the contribution of major training institutions</b> in professionalizing public services.</p>



<p><b>Unit-I: Human Resource Administration</b></p>	<p><b>No. of lectures-15</b></p>	<p><b>Weightage:9-15 Marks</b></p>
---	----------------------------------	------------------------------------

<b>Unit content:</b> a) Meaning, Nature, Scope, and Signification.		
<b>Unit-II: Human Resource Planning</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<b>Unit content:</b> a) Concept, Needs and Significance b) Process of Planning.		
<b>Unit-III: Recruitment</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<b>Unit content:</b> A) Meaning, Definition, and Importance B) Methods: Spoil System and Merit System C) Types: Direct & Indirect Recruitment		
<b>Unit-IV: Training</b>	<b>No. of lectures-15</b>	<b>Weightage:9-15 Marks</b>
<b>Unit content:</b> a) Meaning, Needs, Objectives and Types 1. Training Institute-Lal Bahadur Shastri National Academy of Administration in Mussoorie. 2. Sardar Vallabhbhai Patel National Police Academy in Hyderabad. 3. Yashwantrao Chavan Academy of Development Administration in Pune (YASHADA)		

**References:**

- 1) Armstrong M., *A Hand Book on Personnel Management*, Kogan Press, London, 1995.
- 2) Dunn J. D., *Management of Personnel*, McGraw Hill, New York, 1972.
- 3) Davar R. S., *Personnel Management*, Vikas Publication, New Delhi, 1976.
- 4) Bharwadekar M. U., *Evaluation of Training*, NIBM, Pune, 1986.
- 5) डॉ.लक्ष्मण उलगडे, सेट/नेट विद्याभारती लोकप्रशासन, प्रथमावृत्ती 2024

NAAC Accredited-2022  
'B++' Grade (CGPA-2.96)

 <p>पुण्यश्लोक अहिल्यादेवी होळकर सोलापूर विद्यापीठ ॥ विद्यया संपन्नता ॥ S AAC Accredited-2022 'B++' Grade (CGPA-2.96)</p>	<p><b>Punyashlok Ahilyadevi Holkar Solapur University, Solapur</b> <b>M.A. Part- I (Public Administration) Semester-II</b> <b>Vertical: FP</b> <b>Course Code: M1726-FP-21</b> <b>Paper Name: Field Project (FP)/On-Job Training (OJT)</b></p>	
<p><b>*Teaching Scheme</b> <b>Lectures:04 Hours/week, 04 Credits</b></p>		<p><b>*Examination Scheme</b> <b>UA:60 Marks</b> <b>CA: 40 Marks</b></p>

### Field Project General Structure of Internship/On-Job Training (OJT)

In accordance with the NEP-2020, the UGC framed a new student-centric “Curriculum and Credit Framework” incorporating a flexible choice-based credit system, multiple entry and exit options, and a multidisciplinary approach. An internship provides first-hand experience of working in an organization, improving skills for specific job roles and building research capabilities. Internships should benefit both research and the hosting organization. Students are required to participate in work experience or professional activity with an external entity under expert supervision. Internships may include:

- Government or private organizations
- Higher education institutions
- Universities
- Research and development organizations
- Non-governmental organizations
- Enterprises and business organizations
- Local industry
- Artists and craftspeople

These provide opportunities for active engagement in on-site experiential learning.

### Output of FP/On-Job Training (OJT)

- i) The trainee/student will observe experienced personnel to learn job-relevant skills and abilities.
- ii) OJT enhances accountability for both trainers and trainees.

For details, students can access the UGC link:

[https://www.ugc.gov.in/pdfnews/0063650\\_Draft-Guidelines-for-Internship-and-Research-Internship-for-Under-Graduate-Students.pdf](https://www.ugc.gov.in/pdfnews/0063650_Draft-Guidelines-for-Internship-and-Research-Internship-for-Under-Graduate-Students.pdf)

## Areas for Internship (as per NEP-2020 Guidelines)

- i) Political Consultancy
- ii) Media Houses
- iii) Corporate Institutes
- iv) Non-Governmental Organizations
- v) Local Self-Government Institutions
- vi) Educational Institutes
- vii) Research Institutes
- viii) Libraries
- ix) Any other organization

## Evaluation Method

**Part A: Completion of Internship – 60 Marks**

**Part B: Viva-Voce / Presentation / Final Report – 40 Marks**

## Course Outcome

**CO1)** This course will help the students to understand the work culture and work process in the organization.

**CO2)** This course enables the students to learn new skills and practice, which shall be helpful to broaden the academic sphere.

**CO3)** This course shall be helpful to students to learn professional ethics, work culture, time management, accountability, work visualization, etc.

## References:

- 1) भांडारकर पू.ल. – सामाजिक संशोधन पद्धती, दत्तराज प्रकाशन, नागपूर, १९७६.
- 2) आगलावे प्रदीप – सामाजिक संशोधन पद्धतीशास्त्र आणि तंत्रे, श्री साईनाथ प्रकाशन, नागपूर, २०११.
- 3) नाडगोंडे गुरुनाथ – सामाजिक संशोधन पद्धती, फडके प्रकाशन, कोल्हापूर.
- 4) बेहरे सुमन – सामाजिक संशोधन पद्धती, विद्या प्रकाशन, नागपूर, २००२.
- 5) खैरनार दिलीप – प्रगत सामाजिक संशोधन पद्धती, डायमंड प्रकाशन, पुणे, २०१२.
- 6) Kothari C.R., Research Methodology, New Age International Pvt. Ltd. Publishers, New Delhi, 2004.

7) Good William and Hatt Paul, Methods in Social Research, Surjeet Publications, New Delhi.
8) Rathod, S. G. (2025). From classroom to command: How on-job training transforms future administrators and political leadership. <i>Shodh Samalochan</i> , 5, 70–74. ISSN: 2348-5639.
9) Krishnaswami O.R., Methodology of Research in Social Sciences, Himalaya Publishing House, New Delhi.
10) Ghosh B.N., Scientific Methods and Social Research, Sterling Publications Pvt. Ltd., New Delhi.



पुण्यश्लोक अहिल्यादेवी होळकर  
सोलापूर विद्यापीठ

॥ विद्यया संपन्नता ॥

NAAC Accredited-2022  
'B++' Grade (CGPA-2.96)

**Punyshlok Ahilyadevi Holkar Solapur University, Solapur**  
**Faculty of Humanities**

Evaluation Pattern (04 Credits Paper)

<b>Nature of Assessment</b>	<b>Total Marks</b>	<b>Passing Marks</b>
CA	40	16
UA	60	24

Evaluation Pattern (2 Credits Paper)

<b>Nature of Assessment</b>	<b>Total Marks</b>	<b>Passing Marks</b>
CA	20	08
UA	30	12

Home Assignment/Unit Test/Gral Test/Seminar/Field work/Study tour report/Case study etc.  
Choice of subject teacher.

UNAC ACCREDITED 2022  
‘B++’ Grade (CGPA-2.96)

**Nature of Question Paper-04 Credits Paper**

Marka: 60

Instructions: 1)

2)

**Question I. Choose the correct alternative.**

**12**

1)

A)            B)            C)            D)

2)

A)            B)            C)            D)

3)

A)            B)            C)            D)

4)

A)            B)            C)            D)

5)

A)            B)            C)            D)

6)

A)            B)            C)            D)

7)

A)            B)            C)            D)

8)

A)            B)            C)            D)

9)

A)            B)            C)            D)

10)

A)            B)            C)            D)

11)

A)            B)            C)            D)

**NAAC Accredited-2022**  
**‘B++’ Grade (CGPA-2.96)**

12)

A)            B)            C)            D)

**Question 2. Write Short answers, (Any four)**

12

1)

2)

3)

4)

5)

6)

**Question 3. Write Short Answers/Short notes (Any two)**

12

1)

2)

3)

4)

**Question 4. Write the detail answer (Broad answer type question) (Any one)**

12

1)

2)

**Question 5. Write the detail answer (Broad answer type question)**

12

**NAAC Accredited-2022**  
**‘B++’ Grade (CGPA-2.96)**

**Nature of Question Paper – 02 (2 Credit Course)**  
**Maximum Marks: 30**

---

**Q.1 Select the correct alternative. (06 Marks)**

- Total Questions: 6
  - Marks per Question: 1
- 

**Q.2 Write short answers. (Any Two) (06 Marks)**

- a)
  - b)
  - c)
  - d)
- 

**Q.3 Write Short Notes. (06 Marks)**

---

**Q.4 Write Detailed Answer. (Any One) (12 Marks)**

- a)
- OR**
- b)
-