

Appendix-J

Syllabi of B.A.Part-I
Semester-I
Public Administration
Paper-Maharashtra Administration

Credit : 04

Marks Theory : 80
Int.Ass.: 20

UNIT-I

16 Marks

- Formation of Maharashtra State
- State Legislature : Legislative Assembly, Legislative Council: Composition and function

Unit-II

16 Marks

State Executive: Governor, Chief Minister - Power, Functions & Role, Council of Ministers - Composition and functions

UNIT-III

16 Marks

State secretariat-Structure and function, Chief Secretary , Directorate, Departments – Home, General Development Administration, Finance, Social welfare Department

UNIT-IV

16 Marks

State Judiciary: Composition and Functions
i) High court ii) District & Session Courts iii) Lok Nyayalaya
iv) Mahatma Gandhi Tanta Mukti Yojana.

UNIT-V District Administration:

16 Marks

- History of District Administration
- Meaning and Importance of District Administration.
- District collector-Power, functions & Changing role.

PRACTICALS (20 MARKS)

Assignment/Project--Visit any one of the following 10 Marks
Legislative Assembly, Legislative Council, District & Session Courts, Lok Nyayalaya, District Collector Office,

VIVA VOCE-

10 Marks

Group discussion/Seminar,Viva

Recommended Books :

- I.S.S.Gadkari, Organisation of the Government in Maharashtra-Himalaya Publishing House, Bombay-1990
- Usha Thakkar and Mangesh Kulkarni, Politics in Maharashtra, Himalaya Publishing House, Bombay 1995
- V.M.Sirsikar, The Politics of Modern Maharashtra, Orient Longman, New Delhi, 1995
- प्रा. के.आर. बंग, महाराष्ट्र प्रशासन विद्या बुक्स पब्लिशर्स, औरंगाबाद, २००५.
- डॉ. प्रिती पोहेकर, प्रा. दत्तात्रय खरटमोल, प्रा. गंगा गुलडा - महाराष्ट्र प्रशासनाची रूपरेखा, अरुणा प्रकाशन, लातूर- २००९.
- प्रा. वि.ग. घांगरेकर, महाराष्ट्राचे प्रशासन, विद्या प्रकाशन, नागपूर, २००२.
- प्रा.डॉ.टी.एन. गायकवाड - महाराष्ट्र व जिल्हा प्रशासन, फैलास पब्लिकेशन, औरंगाबाद, १९९८.
- प्रा. सविष ठोंबरे - महाराष्ट्र प्रशासन, विद्या पब्लिकेशन लातूर - २००४.

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Paper-Maharashtra Administration

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Unit-I

16 Marks

- Maharashtra Police Administration: Structure and Function
- District Police Administration : Structure and Functions
- District Superintendent of Police-Power & Functions.

- 85 -
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Unit-I

- a) Maharashtra Police Administration: Structure and Function
- b) District Police Administration : Structure and Functions
- c) District Superintendent of Police-Power & Functions.

16 Marks

Unit-II Constitutional & Statutory Bodies in Maharashtra :

Maharashtra Public Service Commission , State Planning Commission , State Finance Commission, State Election Commission, Lok Ayukta, Advocate General, Vaidhanik Vikas Mandal, YASHDA (Yashwantrao Chavan Academy of Development Administration),

16 Marks

Unit-III Panchayat Raj System:

Zilla Parishad, Panchayat Samiti , Gram Panchayat & Gramsabha – Composition, Functions and Finance

16 Marks

Unit-IV Urban Local Self Government : Composition & functions

- a) Municipal Corporation b) Municipal Council c) Nagar Panchayat
- d) Cantonment Boards.

16 Marks

Unit-V Major issues in Maharashtra :

Regional imbalance and development, Farmer suicides in Vidharbha, Co – operative Movements, Administrative reforms ,Naxalism, Corruption, Urbanization, Cleanness

16 Marks

PRACTICALS (20 MARKS)

Assignment/Project--Visit any one of the following

10 Marks

District Superintendent of Police Office, Zilla Parishad, Panchayat Samiti , Gram Panchayat , Gramsabha, Municipal Corporation ,Municipal Council , Nagar Panchayat, Cantonment Boards

VIVA-VOCE

Group discussion/Seminar,Viva

10 Marks

Recommended Books :-

1. S.R. Nigam - Local Government
2. B.S. Bhargava - Panchayat Raj System & Political Parties
3. Bhatnagar - Rural Local Government in India.
4. Ram Reddy - Patterns Local Government in India
5. M.P.Sharma - Local Self Government in India
6. Avasthi - Municipal Administration in India
7. Ashok Mukhopadhyay - Municipal Govt. & Urban Development.
8. शिरसाठ, बैनाडे भारतातील स्थानि स्वराज्य संस्था, विद्या बुक्स और गांवाद 2006
9. प्रा. गोविंद यमलवाड स्थानि स्वराज्य संस्था विद्या ल्पना प्र ाशन नांदेड 1998
10. प्रा.डॉ. सतिष ठोंबरे महाराष्ट्र प्रशासन विद्या पब्लि ेशन लातूर 2004
11. प्रा.सी.एम. हाले र, प्रा.अशो सोन ांबले, महाराष्ट्रातील ग्रामी ा आि शहरी स्थानि स्वशासन, अरु ा प्र ाशन लातूर 2013
12. प्रा. ल्पना धारगे, जिल्हा प्रशासन,
13. प्रा. े.आर.बां, महाराष्ट्र प्रशासन विद्याबुक्स पब्लिशर्स और ापुरा और गांवाद, 2005
14. डॉ. प्रेती पोहे र प्रा. दत्तात्रय ारटमोल, प्रा. ां ा भुतडा महाराष्ट्र प्रशासनाची रुपरेषा अरु ा प्र ाशन लातूर 2009
15. प्रा.डॉ. टी. एन ाय ावाड महाराष्ट्र व जिल्हा प्रशासन ैलास प्रब्लि ेशन और गांवाद 1998