**Class B.A I (sem –II) Subject: Police Administration**

**Session: 2020 Teacher: Mohit Verma**

|  |  |  |  |
| --- | --- | --- | --- |
| **S. No** | **Date From** | **Date Upto** | **Topics to be covered** |
| Week 1 | 9th jan , 2020 | 11th jan , 2020 | Preamble, Citizenship |
| Week 2 | 13th jan , 2020 | 18th jan , 2020 | Fundamental Rights |
| Week 3 | 20nd jan , 2020 | 25th jan , 2020 | Restrictions of Police Rights |
| Week 4 | 27th jan , 2020 | 1st feb, 2020 | Directive Principles of State Policy |
| Week 5 | 3 th feb, 2020 | 8th feb, 2020 | Fundamental Duties, Executive at the Union Level |
| Week 6 | 10th feb, 2020 | 15th feb, 2020 | President |
| Week 7 | 17th feb, 2020 | 22 feb, 2020 | Prime Minister and Council of Ministers; |
| Week 8 | 24th feb, 2020 | 29feb, 2020 | Union Legislature: Lok Sabha and Rajya Sabha |
| Week 9 | 2nd mar, 2020 | 5 th mar, 2020 | Union Legislature: Lok Sabha and Rajya Sabha |
| Mid semester Exam 6th march-13th march 2020) | | | |
| Week 11 | 14th mar, 2020 | 21th mar, 2020 | Judiciary at the Union Level: Supreme Court Judiciary in the State : High Court and Subordinate Courts |
| Week 12 | 24 th mar, 2020 | **28**  mar, 2020 | Executive at the State Level; Governor, Chief Minister and Council of Ministers |
| Week 13 | 30 march , 2020 | 4th april, 2020 | Executive at the State Level; Governor, Chief Minister and Council of Ministers |
| Week 14 | 7 april, 2020 | 11th april, 2020 | State Legislature: Vidhan Sabha and Vidhan Parishad |
| Week 15 | 15 april, 2020 | 18th april, 2020 | Public Accountability of Police through Constitutional and statutory bodies: National Commission for Schedule Caste |
| Week 16 | 20th april, 2020 | 24th april, 2020 | National Commission for Schedule Tribes, National Commission for Women, National  Human Rights Commission. |
| Week 17 | 27th april, 2020 | 2 May, 2020 | National Commission on Protection of Child Rights |
| Week 18 | 4 th May, 2020 |  | Revision |

**Class B.A I (sem –II) Subject: Public Administration**

**Session: 2020 Teacher: Mohit Verma**

|  |  |  |  |
| --- | --- | --- | --- |
| **S. No** | **Date From** | **Date Upto** | **Topics to be covered** |
| Week 1 | 9th jan , 2020 | 11th jan , 2020 | Features of Indian Administration |
| Week 2 | 13th jan , 2020 | 18th jan , 2020 | *Union Executive:* President; Prime Minister, and Council of Ministers |
| Week 3 | 20nd jan , 2020 | 25th jan , 2020 | *Union Executive:* President; Prime Minister, and Council of Ministers |
| Week 4 | 27th jan , 2020 | 1st feb, 2020 | *Union Legislature:* Lok Sabha - Composition and Functions; Rajya Sabha – Composition and Functions |
| Week 5 | 3 th feb, 2020 | 8th feb, 2020 | *State Executive:* Governor, Chief Minister and State Council of Ministers |
| Week 6 | 10th feb, 2020 | 15th feb, 2020 | *State-Legislature:* Legislative Assembly and Legislative Council - Composition and Functions |
| Week 7 | 17th feb, 2020 | 22 feb, 2020 | *Centre-State Relations:* Administrative and Legislative |
| Week 8 | 24th feb, 2020 | 29feb, 2020 | *Union and State Judiciary:* Supreme Court – Composition and Functions  High Court – Composition and Functions |
| Week 9 | 2nd mar, 2020 | 5 th mar, 2020 | *Union and State Judiciary:* Supreme Court – Composition and Functions  High Court – Composition and Functions |
| Mid semester Exam 6th march-13th march 2020) | | | |
| Week 11 | 14th mar, 2020 | 21th mar, 2020 | *Union and State Judiciary:* Supreme Court – Composition and Functions  High Court – Composition and Functions |
| Week 12 | 24 th mar, 2020 | **28**  mar, 2020 | *Control over Administration:* Legislative and Judicial |
| Week 13 | 30 march , 2020 | 4th april, 2020 | *Control over Administration:* Legislative and Judicial |
| Week 14 | 7 april, 2020 | 11th april, 2020 | *Delegated Legislation:* Meaning, Reasons and Safeguards |
| Week 15 | 15 april, 2020 | 18th april, 2020 | *Delegated Legislation:* Meaning, Reasons and Safeguards |
| Week 16 | 20th april, 2020 | 24th april, 2020 | District Administration: Structure and Functions |
| Week 17 | 27th april, 2020 | 2 May, 2020 | District Administration: Structure and Functions |
| Week 18 | 4 th May, 2020 |  | Revision |

**Class M.A I (sem –II) Subject: Public Finance and Financial Administration**

**Session: 2020 Teacher: Dr. Abha Sudarshan**

|  |  |  |  |
| --- | --- | --- | --- |
| **S. No** | **Date From** | **Date Upto** | **Topics to be covered** |
| Week 1 | 9th jan , 2020 | 11th jan , 2020 | Meaning and Significance of Public Finance and Public Financial Administration |
| Week 2 | 13th jan , 2020 | 18th jan , 2020 | Principles of Taxation; Tax Administration Issues and Reforms in India |
| Week 3 | 20nd jan , 2020 | 25th jan , 2020 | Resource Mobilization: Tax and Non-Tax Sources |
| Week 4 | 27th jan , 2020 | 1st feb, 2020 | Public Borrowings and Deficit Financing  Budget: Concept, Principles |
| Week 5 | 3 th feb, 2020 | 8th feb, 2020 | Public Borrowings and Deficit Financing  Budget: Concept, Principles |
| Week 6 | 10th feb, 2020 | 15th feb, 2020 | Types of Budgets: Line-item Budgeting; Performance Budgeting; Zero-Base Budgeting |
| Week 7 | 17th feb, 2020 | 22 feb, 2020 | Types of Budgets: Line-item Budgeting; Performance Budgeting; Zero-Base Budgeting |
| Week 8 | 24th feb, 2020 | 29feb, 2020 | Budget as an Instrument of Financial Administration and Public Policy  Budget Preparation |
| Week 9 | 2nd mar, 2020 | 5 th mar, 2020 | Authorisation and Execution with special reference to India |
| Mid semester Exam 6th march-13th march 2020) | | | |
| Week 11 | 14th mar, 2020 | 21th mar, 2020 | Union Ministry of Finance: Organisation, Functions and Role |
| Week 12 | 24 th mar, 2020 | **28**  mar, 2020 | Union-State Financial Relation |
| Week 13 | 30 march , 2020 | 4th april, 2020 | Finance Commission: Composition, Role and Functions |
| Week 14 | 7 april, 2020 | 11th april, 2020 | Audit: Concept and type |
| Week 15 | 15 april, 2020 | 18th april, 2020 | Comptroller and Auditor General of India  Legislative Control over Finances with special reference to Parliamentary Committees |
| Week 16 | 20th april, 2020 | 24th april, 2020 | Comptroller and Auditor General of India  Legislative Control over Finances with special reference to Parliamentary Committees |
| Week 17 | 27th april, 2020 | 2 May, 2020 | Significance of Monetary and Fiscal Policy |
| Week 18 | 4 th May, 2020 |  | Revision |

**Class M.A I (sem –II) Subject: International Administration**

**Session: 2020 Teacher: Dr. Abha Sudarshan**

|  |  |  |  |
| --- | --- | --- | --- |
| **S. No** | **Date From** | **Date Upto** | **Topics to be covered** |
| Week 1 | 9th jan , 2020 | 11th jan , 2020 | Role of International Organisations in Development: Rationale and Overview of the global scenario |
| Week 2 | 13th jan , 2020 | 18th jan , 2020 | United Nations: Genesis and Evolution; Issues in performing its role |
| Week 3 | 20nd jan , 2020 | 25th jan , 2020 | UN structure: Organisation, Functions and Working of General Assembly, Security Council, Secretariat, International Court of Justice and Economic and Social Council |
| Week 4 | 27th jan , 2020 | 1st feb, 2020 | UN structure: Organisation, Functions and Working of General Assembly, Security Council, Secretariat, |
| Week 5 | 3 th feb, 2020 | 8th feb, 2020 | International Court of Justice and Economic and Social Council |
| Week 6 | 10th feb, 2020 | 15th feb, 2020 | **Specialized Agencies of the United Nations:** Organisational Structure, functions/ programmes and working of  UNESCO; UNICEF; ILO; WHO; UNDP; UNEP |
| Week 7 | 17th feb, 2020 | 22 feb, 2020 | **Specialized Agencies of the United Nations:** Organisational Structure, functions/ programmes and working of  UNESCO; UNICEF; ILO; WHO; UNDP; UNEP |
| Week 8 | 24th feb, 2020 | 29feb, 2020 | **Specialized Agencies of the United Nations:** Organisational Structure, functions/ programmes and working of  UNESCO; UNICEF; ILO; WHO; UNDP; UNEP |
| Week 9 | 2nd mar, 2020 | 5 th mar, 2020 | Revision |
| Mid semester Exam 6th march-13th march 2020) | | | |
| Week 11 | 14th mar, 2020 | 21th mar, 2020 | **Regional Organisations:**  Organisational structure, functions, role and issues in working of SAARC |
| Week 12 | 24 th mar, 2020 | **28**  mar, 2020 | ASEAN; G-20;  and European Union |
| Week 13 | 30 march , 2020 | 4th april, 2020 | ASEAN; G-20;  and European Union |
| Week 14 | 7 april, 2020 | 11th april, 2020 | Organisational structure, functions, role and issues in working of WTO (World Trade  Organisation |
| Week 15 | 15 april, 2020 | 18th april, 2020 | World Bank (WB); |
| Week 16 | 20th april, 2020 | 24th april, 2020 | International Monetary Fund (IMF) |
| Week 17 | 27th april, 2020 | 2 May, 2020 | Asian Development Bank (ADB) |
| Week 18 | 4 th May, 2020 |  | Revision |

**Class M.A II (sem –IV) Subject: Police Administration**

**Session: 2020 Teacher: Mohit Verma**

|  |  |  |  |
| --- | --- | --- | --- |
| **S. No** | **Date From** | **Date Upto** | **Topics to be covered** |
| Week 1 | 9th jan , 2020 | 11th jan , 2020 | Police Administration: Evolution; Concept and Significance; |
| Week 2 | 13th jan , 2020 | 18th jan , 2020 | Police: Powers and Functions |
| Week 3 | 20nd jan , 2020 | 25th jan , 2020 | Reforms in Police Administration after Independence |
| Week 4 | 27th jan , 2020 | 1st feb, 2020 | Crime: Types, Causes and Remedies |
| Week 5 | 3 th feb, 2020 | 8th feb, 2020 | Police set up at National Level: Organisation, Functions and Role |
| Week 6 | 10th feb, 2020 | 15th feb, 2020 | Police set up at State Level: Organisation, Functions and Role |
| Week 7 | 17th feb, 2020 | 22 feb, 2020 | Police set up at District Level: Organisation, Functions and Role |
| Week 8 | 24th feb, 2020 | 29feb, 2020 | Police set up at Local Level: Organisation, Functions and Role |
| Week 9 | 2nd mar, 2020 | 5 th mar, 2020 | Revision |
| Mid semester Exam 6th march-13th march 2020) | | | |
| Week 11 | 14th mar, 2020 | 21th mar, 2020 | Police Personnel IPS and State Police Service  Recruitment, Promotion, Training, Conduct and Discipline |
| Week 12 | 24 th mar, 2020 | **28**  mar, 2020 | Police Personnel IPS and State Police Service  Recruitment, Promotion, Training, Conduct and Discipline |
| Week 13 | 30 march , 2020 | 4th april, 2020 | Police Personnel IPS and State Police Service  Recruitment, Promotion, Training, Conduct and Discipline |
| Week 14 | 7 april, 2020 | 11th april, 2020 | Police Personnel IPS and State Police Service  Recruitment, Promotion, Training, Conduct and Discipline |
| Week 15 | 15 april, 2020 | 18th april, 2020 | Community Policing: Concept, Role and Significance |
| Week 16 | 20th april, 2020 | 24th april, 2020 | Police and Human Rights: Emerging Issues and Challenges |
| Week 17 | 27th april, 2020 | 2 May, 2020 | Police and Women |
| Week 18 | 4 th May, 2020 |  | Revision |

**Class M.A II (sem –IV) Subject: International Administration**

**Session: 2020 Teacher: Dr. Abha Sudarshan**

|  |  |  |  |
| --- | --- | --- | --- |
| **S. No** | **Date From** | **Date Upto** | **Topics to be covered** |
| Week 1 | 9th jan , 2020 | 11th jan , 2020 | Role of International Organisations in Development: Rationale and Overview of the global scenario |
| Week 2 | 13th jan , 2020 | 18th jan , 2020 | United Nations: Genesis and Evolution; Issues in performing its role |
| Week 3 | 20nd jan , 2020 | 25th jan , 2020 | UN structure: Organisation, Functions and Working of General Assembly, Security Council, Secretariat, International Court of Justice and Economic and Social Council |
| Week 4 | 27th jan , 2020 | 1st feb, 2020 | UN structure: Organisation, Functions and Working of General Assembly, Security Council, Secretariat, |
| Week 5 | 3 th feb, 2020 | 8th feb, 2020 | International Court of Justice and Economic and Social Council |
| Week 6 | 10th feb, 2020 | 15th feb, 2020 | **Specialized Agencies of the United Nations:** Organisational Structure, functions/ programmes and working of  UNESCO; UNICEF; ILO; WHO; UNDP; UNEP |
| Week 7 | 17th feb, 2020 | 22 feb, 2020 | **Specialized Agencies of the United Nations:** Organisational Structure, functions/ programmes and working of  UNESCO; UNICEF; ILO; WHO; UNDP; UNEP |
| Week 8 | 24th feb, 2020 | 29feb, 2020 | **Specialized Agencies of the United Nations:** Organisational Structure, functions/ programmes and working of  UNESCO; UNICEF; ILO; WHO; UNDP; UNEP |
| Week 9 | 2nd mar, 2020 | 5 th mar, 2020 | Revision |
| Mid semester Exam 6th march-13th march 2020) | | | |
| Week 11 | 14th mar, 2020 | 21th mar, 2020 | **Regional Organisations:**  Organisational structure, functions, role and issues in working of SAARC |
| Week 12 | 24 th mar, 2020 | **28**  mar, 2020 | ASEAN; G-20;  and European Union |
| Week 13 | 30 march , 2020 | 4th april, 2020 | ASEAN; G-20;  and European Union |
| Week 14 | 7 april, 2020 | 11th april, 2020 | Organisational structure, functions, role and issues in working of WTO (World Trade  Organisation |
| Week 15 | 15 april, 2020 | 18th april, 2020 | World Bank (WB); |
| Week 16 | 20th april, 2020 | 24th april, 2020 | International Monetary Fund (IMF) |
| Week 17 | 27th april, 2020 | 2 May, 2020 | Asian Development Bank (ADB) |
| Week 18 | 4 th May, 2020 |  | Revision |

**Class M.A II (sem –IV) Subject: Emerging Areas in Public Administration**

**Session: 2020 Teacher: Dr. Abha Sudarshan**

|  |  |  |  |
| --- | --- | --- | --- |
| **S. No** | **Date From** | **Date Upto** | **Topics to be covered** |
| Week 1 | 9th jan , 2020 | 11th jan , 2020 | Environmental Administration: Concept and Significance |
| Week 2 | 13th jan , 2020 | 18th jan , 2020 | The Environment (Protection) Act, 1986 |
| Week 3 | 20nd jan , 2020 | 25th jan , 2020 | Central Pollution Control Board: Organisation, Functions and Role. |
| Week 4 | 27th jan , 2020 | 1st feb, 2020 | Punjab Pollution Control Board: Organisation, Functions and Role |
| Week 5 | 3 th feb, 2020 | 8th feb, 2020 | Consumer Protection: Concept and Significance |
| Week 6 | 10th feb, 2020 | 15th feb, 2020 | Consumer Protection Act, 1986 (with amendments)  Administrative Setup of the Consumer Disputes  Redressal Agencies: National, State and District Level |
| Week 7 | 17th feb, 2020 | 22 feb, 2020 | Consumer Protection Act, 1986 (with amendments)  Administrative Setup of the Consumer Disputes Redressal Agencies: National, State and District Level |
| Week 8 | 24th feb, 2020 | 29feb, 2020 | Consumer Protection Act, 1986 (with amendments)  Administrative Setup of the Consumer Disputes Redressal Agencies: National, State and District Level |
| Week 9 | 2nd mar, 2020 | 5 th mar, 2020 | Revision |
| Mid semester Exam 6th march-13th march 2020) | | | |
| Week 11 | 14th mar, 2020 | 21th mar, 2020 | Human Rights: Concepts and Significance  Universal Declaration of Human Rights 1948 |
| Week 12 | 24 th mar, 2020 | **28**  mar, 2020 | National Human Rights Commission: Organisation, Functions and Role |
| Week 13 | 30 march , 2020 | 4th april, 2020 | Punjab state Human Rights Commission: Organisation, Functions and Role |
| Week 14 | 7 april, 2020 | 11th april, 2020 | Regulatory Administration: Concept and Significance  Telecom Regulatory Authority of India: Structure, Functions and Role |
| Week 15 | 15 april, 2020 | 18th april, 2020 | Insurance Regulatory and Development Authority of India: Structure, Functions and Role |
| Week 16 | 20th april, 2020 | 24th april, 2020 | Central Electricity Regulation Commission: Structure, Functions and Role. |
| Week 17 | 27th april, 2020 | 2 May, 2020 | Central Electricity Regulation Commission: Structure, Functions and Role. |
| Week 18 | 4 th May, 2020 |  | Revision |