

Syllabi for undergraduate Programme Public Administration, Course Major
Session: 2026-2027
Semester- V

Name of Program	UG 4 Years Public Administration		Program Code	Major (DSC-5)
Name of the Course	Local Administration-I		Course Code	26UGDSCPA 301
Hours per Week	04		Credits	04
Maximum Marks	Theory	Internal	Time of Examinations	3 Hours
	70	30		

Note:

Examiner will set nine questions and the candidates will be required to attempt five questions in all. Question number one will be compulsory containing short answer type questions from all units. Further, examiner will set two questions from each unit and the candidates will be required to attempt one question from each Unit. All questions will carry equal marks.

Course Learning Outcomes:

CLO1. Students would be able to understand the concept, evolution, features and significance of Local Administration in India.

CLO2. Students would be able to explain the major provisions of various committees related to local government

CLO3. Students would be able to understand the organization, structure and functions of Gram Panchayat, Panchayat Samiti and Gram Sabha.

CLO4. Students would be able to understand the role and functioning of various organisations related to Panchayati raj.

Unit 1:Local Government: Meaning, Functions and Significance, Evolution of Local Self Governments in India, Features of 73rd Amendment Act;

Unit 2:Features of Balwant Rai Mehta Committee, 1957; Features of Ashok Mehta Committee, 1978, Features and Impact of L.M. Singhvi Committee, 1985;

Unit 3:Organization and Functions of Gram Sabha, Gram Panchayat, Panchayat Samiti;

Unit 4:Organization and Functions of Zila Parishad; Financial Resources of Panchayati Raj Institutions, Organization and Functions of District Planning Committee;

Suggested Books:

- Vikendriykarani Sthaniya Shasan, Gully Baba, IGNU Notes, 2018.
- Dharmendra Singh, Panchayati Raj avam Gramin Vikas, Rawat Publication, Jaipur, 2017.
- Bhuvanesh Gupta, Urban Local Government, Wisdom Press, New Delhi, 2014.
- Anjila Bajpai, State Government and Administration, Wisdom Press, New Delhi, 2014.
- Jawahar Lal Gupta, Local Government, Wisdom Press, New Delhi, 2013.
- S.L. Goel, Urban Local Self Government: Administration & Management in the 21st Century, Deep & Deep Publication Pvt. Ltd., New Delhi, 2011.
- Sunder Ram, Grassroots Planning and Local Governance in India, Kanishka Publisher & Distributors, New Delhi, 2010.
- M. Aslam, Panchayati Raj in India, New Delhi: NBT, 2007.
- Ramesh Arora and Gita Chaturvedi, Bharat Me Rajya Prashasan, RBSA Publisher, Jaipur, 2005.
- Ashok Sharma, Bharat Me Sthaniya Prashasan, RBSA Publisher, Jaipur, 2004.
- Sahib Singh and Swinder Singh, Local Government in India, Jalandhar: New Academic Publication, 1992.
- Mohinder Singh, Rural Development in India, Current Perspectives, New Delhi: Intellectual Publication, 1992.
- S.N. Mishra, New Horizons in Rural Development Administration, New Delhi: Mittal, 1989.
- S.R. Maheshwari, Local Government in India, New Delhi: Origin Longman, 1984.

DEAN
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Semester- VI
Session: 2026-2027

Name of Program	UG 4 Years Public Administration		Program Code	Major (DSC-6)
Name of the Course	Local Administration- II		Course Code	26UGDSCPA 302
Hours per Week	04		Credits	04
Maximum Marks	Theory 70	Internal 30	Time of Examinations	3 Hours

Note:

Examiner will set nine questions and the candidates will be required to attempt five questions in all. Question number one will be compulsory containing short answer type questions from all units. Further, examiner will set two questions from each unit and the candidates will be required to attempt one question from each Unit. All questions will carry equal marks.

Course Learning Outcomes

- CLO1.** To understand the evolution, features and functions of Urban Local Bodies in India.
- CLO2.** To understand the organization, powers, functions and finances of Municipal Councils.
- CLO3.** To understand the organization, powers, functions and financial resources of Municipal Corporations.
- CLO4.** To understand the role of District Planning Committee, State Finance Commission and State Election Commission in urban governance.

Unit 1: Evolutions of Urban Local Bodies in India, Features of 74th Amendment Act, 1992, Organization and Functions of Municipal Committee,

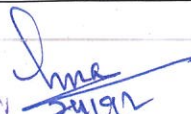
Unit 2: Organization and Functions of Municipal Council, Power and functions of the President of Municipal Council, Financial power of municipal Council

Unit 3: Organization and functions of Municipal Corporation, Power and functions of Mayor of Municipal Corporation, Financial Resources of Municipal Corporation.

Unit 4: Role of District Planning Committee in Urban Development, State Finance Commission, State election Commission.

Suggested Books:

- U.B. Singh, Urban Administration in India, New Delhi: Serials, 2004
- K.K. Puri, Local Self Governments, Jalandhar: Bharat Prakashan, Latest Edition
- PSN Rao, Urban Governance and Management, New Delhi: Kanishka, 2006.
- S.R. Maheshwari, Local Self Govt. in India, Agra: Lakshmi Narain, Latest Edition


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