



Punjab Association's
ANNA ADARSH COLLEGE FOR WOMEN
(Affiliated to University of Madras)
ANNA NAGAR, CHENNAI 600040

CRITERION 1

***1.1.1 Curriculum Planning
and Implementation***

LESSON PLAN

PUBLIC ADMINISTRATION

ANNA ADARSH COLLEGE FOR WOMEN
Department of Public Administration
Academic year 2021-2022

ODD SEMESTER

Name of the Staff: Dr.S.MarcelinPushpa
Name of the Subject: International Organization And Administration
Subject Code: HAM3D

Total Hours: 90
Year /Semester: II/ III

Unit	Chapter	Hours	Methodology	ICT Tools adopted
I	Global Governance and Institutions in a changing world	14	Lecture and Discussion	https://www.coursera.org/lecture/international-relations-theory/what-is-global-governance-PXyaE
	Promises of International Institutions	4	Lecture and Discussion	https://www.un.org/en/
II	Theories of International Organisation	8	Lecturemethod, Discussion Student Engagement	
	Realist Theory	3	Lecture method	
	Power based Theories	4	Lecturemethod	

S-Marceline

	Liberal Theories	3		
	Organisational Theories	4	Lecture method Discussion	
III	Pathologies of International Organisations	5	Lecture and Case studies	
	Non State Actors in Global Governance	5	Lecture and discussion	
IV	Global Financial Institutions- IMF, WB	8	Lecture Method	https://www.imf.org/en/Home https://www.worldbank.org/en/home
	Regional and Multilateral Trade Institutions ,WTO	15	Lecture Method	https://www.wto.org/ https://www.saarc-sec.org/
	International Environmental Institutions	7	Lecture method and Discussions	https://www.un.org/en/conferences/environment
	Environmental Regulations	10	Lecture method and Discussions	https://www.legalserviceindia.com/legal/article-635-introduction-to-environmental-law-in-india.html

R. J. Jha

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S. Manalini

Name of the Staff - Dr. R. Asha
 Name of the Subject - Research Methodology
 Subject Code – HAM3B

Total Hours - 90
 Year/Semester – II/II

Unit	Chapter	Hours	Methodology	ICT tools adopted
I	1. Scientific Research-Aim characteristics	4	Lecture Method	
	2. types and methods of scientific research	3	Lecture Method	
	3. Aims of social research	3	Lecture Method	
II	4. Concepts	4	Lecture Method	
	5. Constructs	3	Lecture Method	
	6. Variables	4	Lecture Method	
	7. Hypothesis-types, functions	4	Lecture Method	
III	8. Research design	8	Lecture Method	
	9. Selection of research topic	4	Lecture Method	
	10.Characteristics of good research design	4	Lecture Method	
	11.Sampling	8	Lecture Method	
IV	12.Techniques of data collection	4	Lecture Method	
	13.Questionnaire	4	Lecture Method	
	14.Interview	4	Lecture Method	
	15.Schedule	4	Lecture Method	
	16.Observation	4	Lecture Method	
	17.Case study	4	Lecture Method	
	18.Content	4	Lecture Method	

	analysis			
V	19.Data processing and analysis	5	Lecture Method	
	20.Comparison of mean, median, mode	4	Lecture Method	
	21.Report writing	4	Lecture Method	

R. Hantti

RAw

S. Marahni

Name of the Staff - Dr. R. Asha
 Name of the Subject – Principles of Public Administration
 Subject Code – HAM1A

Total Hours – 90
 Year/Semester –I/I

Unit	Chapter	Hours	Methodology	ICT tools adopted
I	1. Meaning, nature and scope of public administration	4	Lecture Method	
	2. Evolution of public administration	8	Lecture Method	
	3. Public and private administration	2	Lecture Method	
	4. Approaches to the study of public administration	5	Lecture Method	
	5. New public administration	2	Lecture Method	
	6. Changes brought about by privatization in governance	4	Lecture Method	
II	7. Principles of organization	4	Lecture Method	
	8. Theories of organization	3	Lecture Method	
	9. Bureaucracy	5	Lecture Method	
	10. Liberal and Marxist conceptions	3	Lecture Method	
III	11. Chief Executives	2	Lecture Method	
	12. Types-lines, staff and auxiliary agencies	3	Lecture Method	

RAA

S. Manaliev

Name of the Staff - Dr. R. Asha
Name of the Subject – Organisation Theory and Management
Subject Code – HAM1B

Total Hours - 90
Year/Semester – 1/1

Unit	Chapter	Hours	Methodology	ICT tools adopted
I	1. Meaning, nature and scope of organization	4	Lecture Method	
	2. Principles of organization	5	Lecture Method	
	3. Theories of organization	5	Lecture Method	
	4. Types of organization	4	Lecture Method	
III	5. Organisational behaviour	4	Lecture Method	
	6. Organisational effectiveness	5	Lecture Method	
	7. Organisational change and development	6	Lecture Method	
	8. Organisational and society	4	Lecture Method	
V	9. Power and politics	4	Lecture Method	
	10. Conflict	4	Lecture Method	

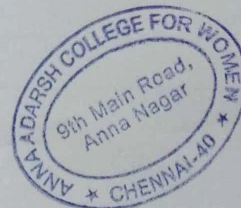
RA

R. Shanthi

S. Manojini

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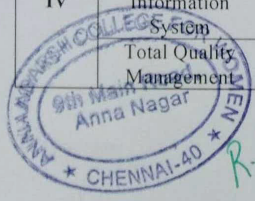
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Name of the Staff: Dr.A.Amudha
 Name of the Subject: Organization Theory And Management
 Subject Code : HAMIB

Total Hours: 45 Hours
 Year/ Semester: I/ I

Unit	Chapter	Hours	Methodology	ICT Tools
II	Meaning of Management	2	Lecture Method	
	Nature Of Management	3	Lecture Method	
	Significance Of Management	2	Lecture Method	
	Schools Of Management Thought	3	Lecture Method and Seminar	
	Classical Approach	3	Lecture Method	
	Behavioural School	2	Lecture Method and Seminar	
	Human Relations School	3	Lecture Method	
	Public Choice Schools	2	Lecture Method	
	Levels Of Management	2	Lecture Method	
IV	ManagementBy Objectives	3	Lecture Method and Group Discussion	
	Management Information System	3	Lecture Method	
	Total Quality Management	3	Lecture Method	



R. Harathi

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S. Manjine

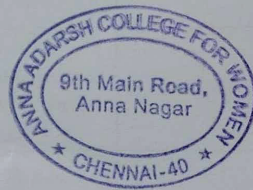
A. Amudha

	Self-Management	3	Lecture Method and Group Discussion	
	Quality Circle	2	Lecture Method	
V	Power And Politics	3	Lecture Method	
	Conflict	2	Lecture Method	
	Participative Management	2	Lecture Method and Seminar	
	Training And Development In Management	2	Lecture Method	

R. Senthil

A. Anu S. Manjula

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Name of the Staff: Dr.A.Amudha
 Name of the Subject: Heritage And Tourism Administration
 Subject Code: HAM1E

Total Hours: 90 Hours
 Semester: I/ I

Unit	Chapter	Hours	Methodology	ICT Tools Adopted
I	Meaning	3	Lecture Method	
	Nature Of Tourism	3	Lecture Method And Assignment	
	Scope Of Tourism	3	Lecture Method	
	Basic Elements Of Tourism	3	Lecture Method	
	Nature Of Heritage	3	Lecture Method	
	Importance Of Heritage	3	Lecture Method And Power Point	
II	Evolution Of Tourism In India	4	Lecture Method And Assignment	
	Ministry Of Tourism At The Central Level	4	Lecture Method	

	Ministry Of Tourism At The State Level	3	Lecture Method	
	Role Of Tourism Development Corporation At The Central Level	3	Lecture Method	
	Role Of Tourism Development Corporation At The Central Level	3	Lecture Method	
	Role Of Travel Agency	3	Lecture Method	
	International Tourism Organisation	4	Lecture Method	
	Recreation Management	3	Lecture Method	
	Parks And Heritage Sites	3	Lecture Method	
	Culture And Heritage	4	Lecture Method	
III	Recreation Management	3	Lecture Method	
	Parks And Heritage Sites	3	Lecture Method	
	Culture And Heritage	3	Lecture Method	

IV	Tourism Planning And Development	3	LectureMethod	
	Marketing For Tourism	3	Lecture Method	
	Management Aspects Of Tourism	3	LectureMethod	
	Travel Logistics	3	Lecture Method	
V	Economic Impact Of Tourism	4	LectureMethod	
	Managing Public Awareness	3	Lecture Method	
	Tourism And Information Technology	4	LectureMethod	
	Tourism Education	3	Lecture Method	
	Eco-Tourism	3	LectureMethod And Power Point	

R. Sankar

S. Manojee

A. M.

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Name of the Staff: Dr.A.Amudha
Name of the Subject: Human Rights In India
Subject Code: HAM3A

Total Hours: 90
Year/ Semester: II/ III

Unit	Chapter	Hours	Methodology	ICT Tools Adopted
I	Origin	3	Lecture With Quiz And Power Point Presentation	
	Nature Of Human Rights	3	Lecture Method With Power Point Presentation	
	Scope Of Human Rights	3	Lecture Method With Quiz And Power Point Presentation	
	Theories Of Human Rights	3	Lecture Method	
	Classification Of Human Rights	3	Lecture Method With Power Point Presentation	
	Human Rights And Duties	3	Lecture Method	
II	Preamble	3	Lecture With Flipped Class Room Method	
	Fundamental Rights	3	Lecture Method With Power Point Presentation	

S. Amudha *A. Amudha*

	Constitutional Remedies Of Human Rights	3	Lecture Method	
	Directive Principles Of State Policy	3	Lecture Method With Power Point Presentation	
III	United Nations Charter And Human Rights	3	Lecture Method And Assignment And Powerpoint	
	Universal Declaration Of Human Rights	3	Lecture Method With Power Point Presentation	
	National Commission On Human Rights	3	Lecture Method And Assignment	
	State Human Rights Commission	3	Lecture Method With Power Point Presentation	
	Human Rights Court	2	Lecture Method With Power Point Presentation	
IV	Right To Dissent	3	Lecture Method With Power Point Presentation	
	Communal Violence In	3	Lecture Method With Power	

S. Marubini

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India		Point Presentation	
Violation Of Women Rights	3	Lecture Method With Power Point Presentation	
Violation Of Child Rights	3	Lecture Method With Power Point Presentation	
Female Infanticide	2	Lecture Method With Power Point Presentation	
Refugees And Displaced Persons	3	Lecture Method With Power Point Presentation	
Bonded Labour	3	Lecture Method With Power Point Presentation	
Undertrial Prisoners	3	Lecture Method With Power Point Presentation	
Suspension Of Human Rights During Emergency	3	Lecture Method With Power Point Presentation	
UNHCR	2	Lecture Method	

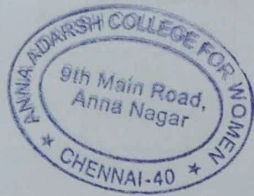
S. Maralini A. M.

V	Human Rights And Media	3	Lecture Method With Power Point Presentation	
	Human Rights And Voluntary Organizations In India	3	Lecture Method	
	Promotion Of Human Rights	3	Lecture Method	
	Challenges Of Human Rights	3	Lecture Method and Seminar	
	Human Rights And Global Perspectives	3	Lecture Method	
	Human Rights In New Era	3	Lecture Method And Seminar	

R. Shanthy

S. Maudeni *A. M.*

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Name of the staff: Dr.S.Kavitha

Name of the subject: Environmental Administration in India

Subject code: HAM1D

Total Hours: 90

Year/Semester: I/ I

Unit	Chapter	Hours	Methodology	ICT Tools Adopted
I- Introduction	Meaning, Nature And Significance Of Environmental Administration	3	Lecture Method	https://classroom.google.com/c/MzcxNzY0NzQ4Njg2/m/NDazODk5OTE5M DU1/details
	Environmental Degradation	4	Lecture And Power Point, Assignment	
	Global Environment	4	Lecture And Discussion, Assignment	
II- Causes, Sources And Effects Of Environmental Pollution	Main Causes Of Environmental Pollution	4	Discussion And Assignment	
	Sources And Effects Of Pollution	4	Power Point Presentation	
	Water Pollution	3	Video Presentation	

S. Kavitha

S-Manohar

	Air Pollution	3	Group Discussion	
III - Environmental Policy	Ministry Of Environment	4	Lecture, Seminar And Power Point	
	Environmental Policy	4	Lecture And Seminar	
	Environmental Information System (ENVIS)	4	Lecture Method And Power Point	
	Critical Evaluation Of Environmental Policy	4	Seminar And Discussion	
IV- Law For Environmental Protection	Common Law	5	Lecture, Seminar And Power Point	
	Aspects Of Environmental Law	3	Lecture Method And Power Point	
	Constitutional	4	Lecture	
	And Environmental Law		Method And Power Point	
	Statutory Control Of Environmental Pollution	3	Lecture Method	
	Public Interest Litigation	3	Lecture, Power Point And Discussion	

J. Kanthar

S. Manaloni

V- Environmental Management	Strategies For Environmental Management	4	Lecture Method And Discussion	
	Socio- Economic Impacts	3	Lecture Method And Discussion	
	India's Participation In The International Conventions	5	Lecture Method And Power Point	
	Stake Holders	3	Lecture Method And Discussion	
	Community Participation	3	Lecture Method	
	Public Awareness And Media	3	Lecture And Power Point	

S. Kantha

R. Shanthy

S. Manikra

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Name of the staff: Dr.S.Kavitha
 Name of the subject: Gender and Public Administration
 Subject code: HAM3C

Total Hours: 90
 Year/Semester: II/ III

Unit	Chapter	Hours	Methodology	ICT Tools Adopted
I	Status	7	Lecture and Power Point	https://classroom.google.com/c/Mzc3NDgxMTQ3MTkx/m/Mzk4OTIzNDY4NTk4/details
	Power	5	Seminar and Power point	https://classroom.google.com/c/Mzc3NDgxMTQ3MTkx/m/Mzk4OTMyNjQ0NzM0/details
	Leadership	5		https://classroom.google.com/c/Mzc3NDgxMTQ3MTkx/m/Mzk4OTI3NzI3NTI3/details
	Legitimacy and Change	5	Lecture and Power Point	https://classroom.google.com/c/Mzc3NDgxMTQ3MTkx/m/NDI4NDIyNTM4MjU4/details
	Gender Inequalities in Earnings And Employment	6	Lecture Method and Discussion	
II	Policies Towards Families	7	Lecture Method and Discussion	
	Gender And	7	Seminar and Power point	

S. Kavitha

S. Maulani

	Development			
	Gender Based Analysis	6	Lecture Method and Discussion	
	Glass Ceiling	6	Lecture and Power Point	
III	Strategies that have influenced policies	6	Lecture Method and Discussion	
	2. Women's historical progress as public employees	6	Seminar and Discussion	
IV	Status of Women Employees in Federal, State and Local	8	Lecture Method and Discussion	

S. Kewitka

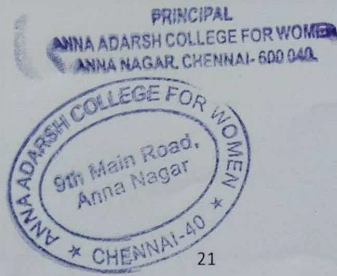
S. Marchae

	Governments			
	Leadership	6	Lecture Method and Discussion	
V	Gender Responsive Budgeting	6	Lecture and Power Point	
	Main streaming Gender in Organizations and Budgeting	4	Seminar and Power point	

S. Karthika

R. Hanthi

S. Marudeni



Name of the staff: Ms.G.Hemalatha

Name of the subject: Principles of Public Administration

Subject code: HAMIA

Total Hours: 45

Year/ Semester: I/ I

Unit	Chapter	Hours	Methodology	ICT tools adopted
III	Departments	3	Lecture	
	Public Corporations	3	Lecture	
	Independent Regulatory Commissions	3	Lecture	
	Boards and Commissions	3	Lecture	
	Headquarters and Field Relationship	4	Lecture	
	Citizens and State Responsibility	3	Lecture	
	Redressal of Grievances – Lok Pal and LokAyukta	4	Lecture, Seminar	

G. Hemalatha

S. Manjunath

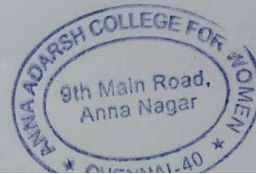
IV	Citizen's Charter	4	Seminar	
	Good Governance	4	Seminar	
V	Concept of Accountability and Control	2	Lecture	
	Legislative Control over Administration	3	Lecture	
	Executive	3	Lecture	
	Control over Administration			
	Judicial Control over Administration	3	Lecture	
	Accounts and Audit	3	Lecture, Seminar and discussion	

G. Anandakrishnan

R. Shankar

S. Manikandan

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Name of the staff: Ms.G.Hemalatha
 Name of the subject: Public Financial Administration
 Subject code: HAMIC

Total Hours: 90
 Year/ Semester: I/ I

Unit	Chapter	Hours	Methodology	ICT Tools adopted
I	Nature, Scope and Significance of Public Financial Administration	3	Lecture	GCR https://classroom.google.com/c/Mzk5MTQzNjY1OTk1/m/Mzk2NDg1NDk3ODE1/details GCR https://classroom.google.com/c/Mzk5MTQzNjY1OTk1/m/NDA1MTc1MDM0NzQw/detail <u>s</u>
	Budget and its Principles	3	Lecture	GCR https://classroom.google.com/c/Mzk5MTQzNjY1OTk1/m/NDA5NDIyOTI3Njc4/details
				GCR https://classroom.google.com/c/Mzk5MTQzNjY1OTk1/m/NDEwMjY2Mjg2Mzc4/details GCR https://classroom.google.com/c/Mzk5MTQzNjY1OTk1/m/NDE1MDkyMTY2MzY5/details GCR https://classroom.google.com/c/Mzk5MTQzNjY1OTk1/m/NDE2MjQyMjMzNDE4/details GCR https://classroom.google.com/c/Mzk5MTQzNjY1OTk1/m/NDI0MzI0NjI4MTYy/details

G. Hemalatha

S. Marikeri

	Modern Techniques of Public Financial Administration	3	Lecture	
	Budgetary Procedures in U.K., U.S.A. and India	4	Lecture	
II	Aspects of Indian Budgetary System	4	Lecture	GCR https://classroom.google.com/c/Mzk5MTQzNjY1OTk1/m/NDI0MzI0MDAxMzEy/details GCR https://classroom.google.com/c/Mzk5MTQzNjY1OTk1/m/NDI0MzI0MDAxMzcy/details
	Preparation and Enactment of Budget	4	Lecture	

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S. Mardani

	Control over Public Expenditure in India	4	Lecture	
	Finance Ministry	3	Lecture	
III	Public Accounts Committee	4	Lecture	Voice Recording https://classroom.google.com/c/Mzk5MTQzNjY1OTk1/m/NDYyNjE2NzcwMjcxc/details https://classroom.google.com/c/Mzk5MTQzNjY1OTk1/m/NDYyNjEwMDU4OTIz/details https://classroom.google.com/c/Mzk5MTQzNjY1OTk1/m/NDYyNjE2NTAxNzUw/details
	Estimates Committee	4	Lecture	Voice Recording https://classroom.google.com/c/Mzk5MTQzNjY1OTk1/m/NDYyNjE3NzUzMjEy/details https://classroom.google.com/c/Mzk5MTQzNjY1OTk1/m/NDYyNjE2NDEzNDY5/detail s
	Committee on Public Undertakings	4	Lecture	Voice Recording https://classroom.google.com/c/Mzk5MTQzNjY1OTk1/m/NDYyNjE1NjAyMjg3/details https://classroom.google.com/c/Mzk5MTQzNjY1OTk1/m/NDYyNjE2NTQxMzk0/details
	Committee on Subordinate Legislation	4	Lecture	Voice Recording https://classroom.google.com/c/Mzk5MTQzNjY1OTk1/m/NDYyNjE3NDE2OTMx/details https://classroom.google.com/c/Mzk5MTQzNjY1OTk1/m/NDYyNjE3Mjg2ODk3/details https://classroom.google.com/c/Mzk5MTQzNjY1OTk1/m/NDYyNjE2Njg3NzQv/details

J. K. Kulkarni

S. Marathe

	Departmentally Related Standing Committees	4	Lecture	Voice Recording https://classroom.google.com/c/Mzk5MTQzNjY1OTk1/m/NDYyNjE2NDQ0NDEx/details https://classroom.google.com/c/Mzk5MTQzNjY1OTk1/m/NDYyNjE4MDQ2NjA3/details https://classroom.google.com/c/Mzk5MTQzNjY1OTk1/m/NDYyNjE4ODA2MTE0/details
IV	Meaning of Audit	3	Seminar and discussion	GCR https://classroom.google.com/c/Mzk5MTQzNjY1OTk1/a/NDE1MDk0OTYyMDA4/details
	Audit in India	3	Seminar and discussion	GCR https://classroom.google.com/c/Mzk5MTQzNjY1OTk1/a/NDE1MDk0OTYyMDA4/details
	Comptroller and Auditor General of India	3	Lecture	
	Separation of Accounts from Audit	3	Lecture	
	Performance Auditing	3	Seminar and discussion	GCR https://classroom.google.com/c/Mzk5MTQzNjY1OTk1/a/NDE1MDk0OTYyMDA4/details
	Finance Commission in India	4	Lecture	
	Union-State Financial Relations	4	Lecture	
V	Tax Administration in India	4	Lecture	

J. H. Kulkarni

S. Manjunath

Resource Mobilisation	4	Seminar and discussion	GCR https://classroom.google.com/c/Mzk5MTQzNjY1OTk1/a/NDE1MDk0OTYyMDA4/details
Public Debt Administration	4	Seminar and discussion	GCR https://classroom.google.com/c/Mzk5MTQzNjY1OTk1/a/NDE1MDk0OTYyMDA4/details
Local Finances in India	4	Seminar and discussion	GCR https://classroom.google.com/c/Mzk5MTQzNjY1OTk1/a/NDE1MDk0OTYyMDA4/details
State Finance Commissions	3	Seminar and discussion	GCR https://classroom.google.com/c/Mzk5MTQzNjY1OTk1/a/NDE1MDk0OTYyMDA4/details

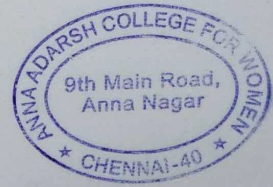
G. Hemalatha

S. Manjive

*S. Manjive
07/02/2022*

*R. Shanthi
07/2/22*

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ANNA NAGAR, CHENNAI-600 040



ANNA ADARSH COLLEGE FOR WOMEN
 Department of Public Administration
 LESSON PLAN
 Academic Year 2021-22
 EVEN SEMESTER

Name of the Staff: Dr.S.Marcelin Pushpa
 Name of the Subject: Police Administration
 Subject code: HAM4A

Total Hours: 90
 Year/ Semester: II/ IV

Unit	Chapter	Hours	Methodology	ICT Tools adopted
I	Global Governance and Institutions in a changing world	3	Lecture and Discussion	-
	Evolution of Police Administration	3	Lecture and Discussion	-
	Approaches to Police Administration	3	Lecture and Debates	--
II	Central Police System- Armed, Unarmed&Auxiliary inPoliceAdministration	4	Lecture Method, Discussion Student Engagement	https://youtu.be/7LP7CVrQfb4
	Role of Home Ministry in Police Administration	4	Lecture Method	• https://www.mha.gov.in/ •
	State Police System	4	Lecture Method	

S. Marcelline

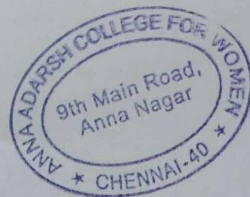
	District Police	4	Lecture Method Discussion	
	Police in Union Territories	5	Discussion	
	Women Police	6	Lecture	https://www.legalserviceindia.com/legal/article-6019-arrest-of-women-in-india-procedure-and-rights.html
III	Police Recruitment	4	Lecture and Case Studies	
	Training	4	Lecture and Discussion	https://youtu.be/dm5fkUSoad4
	Promotion	3	Lecture and Discussion	
	Retirement	3	Lecture Method	
	Pay and Compensation	4	Lecture and Discussion	
	Job Enrichment	3	Lecture and Discussion	
	Autonomy & Accountability in Police Administration-	3	Lecture and Discussion	
IV	Police Ethics	3	Lecture Method	
	Code of Conduct	3	Lecture Method	
	Violence	3	Lecture And Discussion	
	Corruption	3	Lecture Method Discussion	
	Reforms	3	Lecture Method	

V	Police and Judiciary	3	Lecture Method	
	Police and Mass Media	3	Lecture Method and Debates	
	Police & Terrorism & Insurgency	3	Lecture and Discussion	
	Police and Juvenile Delinquency	3	Lecture Method	https://youtu.be/A-aZj5wDug4
	Police and Economic Crimes	4	Lecture and Discussion	https://youtu.be/vHZYc7T4BvA
	Police and Information Technology	3	Lecture and Discussion	

S. Manakhi

R. Shanthi

PRINCIPAL
ANNA ADARSH COLLEGE FOR WOMEN
ANNA NAGAR, CHENNAI-600 040



Name of the Staff: Dr.R.Asha

Name of the Subject: Human Resource Management

Subject Code: HAM2B

Total Hours: 45

Year/Semester: I/ II

Unit	Chapter	Hours	Methodology	ICT tools adopted
I	Meaning, nature, scope, significance of Human resource management	4	Lecture Method	
	Objectives and uses of HR Management	4	Lecture Method	
	Human resource development policy	4	Lecture Method	
II	Role and significance of Human resource development	4	Lecture Method	
	Techniques of human resource development	4	Lecture Method	
	Design and implementing Human resource Development	5	Lecture Method	
	Manpower planning	4	Lecture Method	
	Training and Development	4	Lecture Method	

III	Role of HR department in the organization	4	Lecture Method	
	Job description	4	Lecture Method	
	Job analysis and evaluation	4	Lecture Method	

RA

S. Pradeep

R. Shanthi

PRINCIPAL
ANNA ADARSH COLLEGE FOR WOMEN
ANNA NAGAR, CHENNAI-600 040.



Name of the Staff: Dr.R.Asha

Total Hours: 45

Name of the Subject: Indian Administration

Year/Semester: I/ II

Subject Code: HAM2C

Unit	Chapter	Hours	Methodology	ICT tools adopted
I	Pre-colonial, postcolonial welfare state	8	Lecture Method	
	Salient features of Indian constitution	2	Lecture Method	
	Fundamental rights	2	Lecture Method	
	Directive principles of state policy	2	Lecture Method	
II	President	2	Lecture Method	
	Cabinet	2	Lecture Method	
	Prime minister	2	Lecture Method	
	Organisation of Central Secretariat	4	Lecture Method	
	Ministries and departments	4	Lecture Method	
	All India Services	4	Lecture Method	
	Role of Planning Commission	2	Lecture Method	
National Development Council	2	Lecture Method		

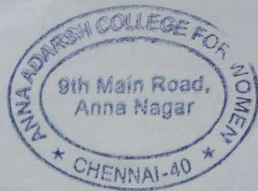
III	13.Finance commission	3	Lecture Method	
	14.Union public service commission	2	Lecture Method	
	15.Election commission	2	Lecture Method	
	16.Commissioners for SC & ST	2	Lecture Method	

R. M

S. Manikani

R. Shanmugam

PRINCIPAL
ANNA ADARSH COLLEGE FOR WOMEN
ANNA NAGAR, CHENNAI-600 049



Name of the Staff: Dr.R.Asha

Total Hours: 45

Name of the Subject: New Public Management and Governance

Year/Semester: II/ IV

Subject Code: HAM4B

Unit	Chapter	Hours	Methodology	ICT tools adopted
I	Core themes and features of NPM	4	Lecture Method	
	Managerialism	4	Lecture Method	
	IS Managerialism ideological?	4	Lecture Method	
	How has Managerialism affected the public sector	4	Lecture Method	
	Inherent tensions of NPM	4	Lecture Method	
	Difference between NPM and old public administration	3	Lecture Method	
II	Strategic management in public sector	4	Lecture Method	
	Barriers for effective	3	Lecture Method	

	Strategic Management			
	Scope of competition and markets	3	Lecture Method	
	Introduction of competition of public services	4	Lecture Method	
	Changes marketing brought to public sector	4	Lecture Method	
	How far markets replaced hierarchy	4	Lecture Method	

R.A.

S. Manikave

R. Kavitha

PRINCIPAL
ANNA ADARSH COLLEGE FOR WOMEN
ANNA NAGAR, CHENNAI-600 048



Name of the Staff: Dr.A.Amudha
 Name of the Subject: Administrative Law
 Subject Code: HAM2D

Total Hours: 90
 Year/ Semester: I/ II

Unit	Chapter	Hours	Methodology	ICT Tools
I	Introduction			
	Meaning	3	Lecture Method	
	Nature Of Administrative Law	4	Lecture Method	
	Scope Of Administrative Law	3	Lecture Method	
	Constitutional Law And Administrative Law	3	Lecture Method and Seminar	
	Rule Of Law And Administrative Law	3	Lecture Method	
	Principles Of Natural Justice	4	Lecture Method	
	Growth Of Administrative Law	4	Lecture Method	
II	Executive And Administrative Law			
	Government Liability	4	Lecture Method	

S. Maudhari

A. M.

	Classification Of Administrative Actions	3	Lecture Method and Seminar	
	Administrative Discretion	3	Lecture Method	
	Administrative Law And Privileges	4	Lecture Method	
	Legislative And Administrative Law Quasi-Legislative Functions			
III	Delegated Legislation	4	Lecture Method	
	Control Over Delegated Legislation	4	Lecture Method	
	Judiciary And Administrative Law			
	Distinction Between Judicial And Quasi Judicial Functions	4	Lecture Method And Power Point Presentation	
IV	Administrative Tribunals	4	Lecture Method And Power Point Presentation	
	Judicial Remedies	4	Lecture Method	
	Writs	4	Lecture Method	
	Control Over Administration			
V	Executive Control Over Public Authorities	4	Lecture Method	

P. Mankar

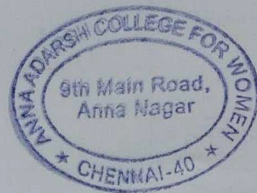
A. M.

Legislative Control Over Public Authorities	4	Lecture Method	
Statutory And Other Remedies	4	Lecture Method	
Judicial Review Of Administrative Action	4	Lecture Method	
Ombudsman- Lok Pal	4	Lecture Method	
Ombudsman – Lok Ayukta	4	Lecture Method	
Media Control	4	Lecture Method And Assignment	

R. Sankar

S. Manoj A. S. S.

PRINCIPAL
ANNA ADARSH COLLEGE FOR WOMEN
ANNA NAGAR, CHENNAI-600 040



Name of the Staff: Dr.A.Amudha

Name of the Subject: New Public Management And Governance

Subject Code : HAM4B

Total Hours: 45 Hours

Year/ Semester: II/ IV

Unit	Chapter	Hours	Methodology	ICT Tools
III	Performance Indicators And Performance Measurement	3	LectureMethod	
	Management InPublic Sector Organisation	3	Lecture Method And Assignment	
	Performance Evaluation	4	Lecture Method	
	Quality Management In Public Sector	4	Lecture Method	
	What Are Performance Indicators And Measure	4	LectureMethod	
	Why MeasureAnd Evaluate Performance	3	LectureMethod	
	Limitation Of Performance Evaluation	4	LectureMethod	
IV	Reasons For Contractualisation	4	Lecture Method	
	Contracting Mechanisms	3	Lecture Method	
	Long Term And Short TermContracts	3	LectureMethod	

S. Marudai A. M

	Variety Of RolesOf Government In Contracting Regimes	3	LectureMethod	
V	Governance And Government	3	Lecture Method	
	Networking WithStake Holders And Engaging With Citizens And StakeHolders	4	LectureMethod	

R. Shanthi

S. Manjiv A. hu

Name of the staff: Dr. S.Kavitha

Total Hours: 45

Name of the subject: Human Resource Management

Year/Semester: I/ II

Subject code: HAM2B

Unit	Chapter	Hours	Methodology	ICT tools adopted
Unit IV Human Resource Planning	Recruitment and Selection	4	Lecture Method	
	Compensation	3	Lecture Method And Assignment	
	Promotion	4	Lecture Method	
	Career Planning and Development	4	Lecture Method	
	Motivation and Morale	4	Seminar and Discussion	
	Performance Appraisal	3	Lecture Method	
	Retirement	3	Lecture Method And Assignment	
Unit V Stress Management	Job Satisfaction	4	Lecture Method	
	Grievance System	4	Lecture Method	
	Stress and Counselling	3	Lecture Method	
	Employee Stress	3	Lecture Method And Assignment	

S. Kavitha

	Employee Counselling	3	Lecture Method	
	Types of Counselling	3	Seminar and Discussion	

S. Kantha

S. Manjiv

R. Shanthi

Name of the staff: Dr.S.Kavitha
Name of the subject: Tribal Administration in India
Subject Code: HAM2E

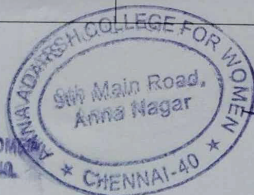
Total Hours: 90
Year/Semester: I/ II

Unit	Chapter	Hours	Methodology	ICT tools adopted
I	Tribes in India	5	Lecture Method and Video Presentation	
	Distribution of Tribal People in Different States	4	Lecture and Power Point	
	Culture and Tradition	6	Lecture and Discussion	
	Issues of Living	5	Seminar and Discussion	
II	Socio- economic and Political Development of Scheduled Tribes	5	Power Point Presentation	
	Constitutional Guarantees	5	Lecture Method and Power Point	
III	Tribes and Government Policies	5	Group Discussion	
	Tribal Development Programmes	5	Assignment and Discussion	

S.Kavitha

R. Shanthi
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ANNA NAGAR, CHENNAI-600 040

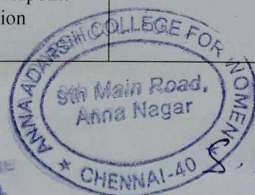


S. Manjari

	Tribal Welfare Programmes	5	Assignment and Discussion	
	Integrated Tribal Development Programmes in States	5	Lecture Method and Power Point	
IV	Impact of Development on Tribals	5	Lecture, Seminar and Power point	
	Migration and Changed Lifestyle	5	Lecture and Seminar	
	Forest-Indigenous People in Different Nations	5	Lecture Method and Power Point	
V	Administration of Tribal Areas	5	Seminar and Discussion	
	Tribal Policy in India	5	Lecture Method and Power Point	
	National Tribal Policy	5	Lecture Method and Power Point	
	Ministry of Tribal Affairs	5	Lecture Method	
	State Administration and Tribal Development	5	Lecture, Powerpoint and Discussion	

S. Karthi

R. Senthil
 PRINCIPAL
 ANNA ADARSH COLLEGE FOR WOMEN
 ANNA NAGAR, CHENNAI-600 040



S. Manjula

Name of the staff: Dr.S.Kavitha

Name of the subject: Issues of Disinvestment and Public Sector Undertakings In India

Subject code: HAM4C

Total Hours: 45

Year/Semester: II/ IV

Unit	Chapter	Hours	Methodology	ICT tools adopted
I	Public Enterprises in India	3	Lecture and Power point	
	Its Importance and Development in Indian Economy	3	Seminar and Power point	
	Concept of Public Enterprises	3	Lecture and Power point	
	Genesis and Growth of public Enterprises	3	Seminar and Power point	
	Development of Public Enterprises during Plan Period	3	Lecture and Power point	
	Government Policy on Public Enterprises	3	Lecture Method	
	Rationale and Importance of Public Enterprises India	3	Lecture and Power point	
II	Public Enterprises at the State Level	3	Lecture Method	
	Kinds of Public Enterprises that Emerged	3	Lecture and Power point	

S.Kavitha

	Types of Public Enterprises and Organizations	3	Lecture Method	
	Working of Public Enterprises	3	Lecture Method	
	Efficacy of Public Enterprises	3	Seminar and Power point	
III	Human Resource Management in Public Enterprises	3	Lecture and Power point	
	Recruitment	3	Seminar and Power point	
	Training	3	Lecture and Power point	

S. Karthik

S. Manjari

Name of the staff: Ms.G.Hemalatha
Name of the subject: Public Policy
Subject code: HAM2A

Total Hours: 90
Year/ Semester: I/ II

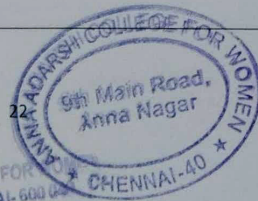
Unit	Chapter	Hours	Methodology	ICT tools adopted
I	Nature, Scope and Significance of Public Policy	4	Lecture	---
	National Character and Culture	4	Lecture	---
	Public Policy Approaches	7	Lecture	---
	Policy Orientation	7	Lecture	---
II	Models of Public Policy	7	Lecture	---
	Rational Model	4	Lecture	---
	Optimal Model	4	Lecture	---
	Policy Analysis	4	Lecture	---

G. Hemalatha

III	Economic Policy of India	4	Lecture, Seminar and discussion	---
	Agricultural Policy of India	4	Lecture, Seminar and discussion	---
	Industrial Policy of India	4	Lecture, Seminar and discussion	---
	Educational Policy of India	4	Lecture, Seminar and discussion	---
	Environmental Policy of India	4	Lecture, Seminar and discussion	---
IV	Policy Formulation Agencies - Legislature	4	Lecture	---
	Executive	5	Lecture, Seminar and discussion	---
	Political Parties	4	Lecture	---
	Pressure Groups and Civil Society Organizations	4	Seminar and discussion Lecture	---

J. H. S. S. S.

R. Shanmugam
PRINCIPAL
ANNA ADARSH COLLEGE FOR WOMEN
ANNA NAGAR, CHENNAI-600 022



S. Manjula

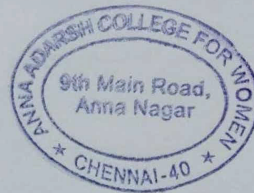
V	Policy Implementation and Policy Evaluation	4	Lecture	---
	Accountability Mechanisms – Measurement of Public Programmes	4	Lecture	---
	Programme Evaluation Unit of Planning Commission	4	Lecture	---

J. Huralath

S. Manjune ^

R. Senthil

PRINCIPAL
ANNA ADARSH COLLEGE FOR WOMEN
ANNA NAGAR, CHENNAI-600 048



Name of the staff: Ms.G.Hemalatha
Name of the subject: Indian Administration
Subject code: HAM2C

Total Hours: 45
Year/ Semester: I/ II

Unit	Chapter	Hours	Methodology	ICT Tools adopted
III	Attorney General of India	4	Lecture	
	Comptroller and Auditor General of India	4	Lecture	
IV	State Administration - Governor	4	Lecture	
	Chief Minister	4	Lecture	
	State Secretariat - Organization	4	Lecture	
	State Public Service Commission	4	Lecture	
	Union-State Relations	3	Lecture	
	Minister - Secretary Relations	3	Lecture	

G. Hemalatha

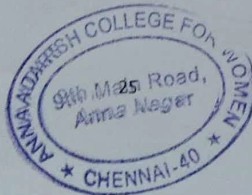
V	Generalists and Specialists	3	Lecture	
	Corruption	3	Seminar and discussion	
	Impact of Information Technology on Indian Administration	3	Seminar and discussion	
	Globalization and Indian Administration	3	Seminar and discussion	
	Administrative Reforms	3	Lecture	

G. Anandhi

S. Manjari

R. Shanthi

PRINCIPAL
ANNA ADARSH COLLEGE FOR WOMEN
ANNA NAGAR, CHENNAI-600 048



Name of the staff: Ms.G.Hemalatha

Total Hours: 45

Name of the subject: Issues of Disinvestment and Public Sector Undertaking in India

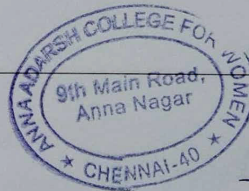
Year/ Semester:

II/ IV Subject code: HAM4C

Unit	Chapter	Hours	Methodology	ICT tools adopted
III	Compensation	4	Lecture	
	State Level Public Enterprises	4	Lecture	
IV	Economic Development	4	Lecture	
	Financial Performance of Public Enterprises	4	Lecture	
	Accountability Issues	4	Lecture	
	Parliamentary Control over Public Enterprises	5	Lecture	

G. Hemalatha

R. Hanthi



S. Manjari

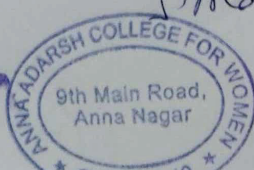
V	Effects of Ownership and Competition on Efficiency	3	Lecture	
	Liberalization and Privatization	3	Lecture	
	Rationale and Methods of Privatization	3	Lecture	
	Disinvestment - Policy	3	Lecture	
	Procedure	3	Lecture	
	Proceeds	2	Lecture	
	Performance of Disinvested Public Enterprises	3	Lecture, Seminar and discussion	

S. Haralath

R. Shanthi

S. Manjari

PRINCIPAL
ANNA ADARSH COLLEGE FOR WOMEN
ANNA NAGAR, CHENNAI-600 044



Name of the staff: Ms.G.Hemalatha
Name of the subject: Urban Management in India
Subject code: HAM3E

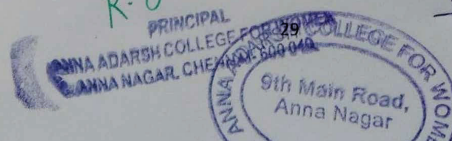
Total Hours: 90
Year/ Semester: II/ III

Unit	Chapter	Hours	Methodology	ICT tools adopted
I	Urbanization Trends and Development	9	Lecture	
	Planning and Management of Cities: Role of Government	9	Lecture, Seminar and discussion	GCR https://classroom.google.com/u/0/w/Mzc2NTgzOTMwMzkw/tc/NDEzNjgzNDQzNzc3
II	Nutrition	3	Lecture, Seminar and discussion	GCR https://classroom.google.com/u/0/w/Mzc2NTgzOTMwMzkw/tc/NDEzNjgzNDQzNzc3
	Health	3	Lecture, Seminar and discussion	GCR https://classroom.google.com/u/0/w/Mzc2NTgzOTMwMzkw/tc/NDEzNjgzNDQzNzc3
	Education	3	Lecture,	

G. Hemalatha

R. Shanthi

S. Manjure



			Seminar and discussion	GCR https://classroom.google.com/u/0/w/Mzc2NTgzOTMwMzkw/tc/NDEzNjgzNDQzNzc3
	Housing	3	Lecture, Seminar and discussion	GCR https://classroom.google.com/u/0/w/Mzc2NTgzOTMwMzkw/tc/NDEzNjgzNDQzNzc3
	Water/ Sanitation	4	Lecture, Seminar and discussion	GCR https://classroom.google.com/u/0/w/Mzc2NTgzOTMwMzkw/tc/NDEzNjgzNDQzNzc3
III	Role of Markets in Financing Cities: Cities and New Economy	3	Lecture	
	Land Ceiling Act	3	Lecture	

9. H. H. H. H. H.

S. Markie

	Development Authorities	3	Lecture, Seminar and discussion	GCR https://classroom.google.com/u/0/w/Mzc2NTgzOTMwMzkw/tc/NDEzNjgzNDQzNzc3
	Rent Controls	3	Lecture	
	Housing Boards	4	Lecture	
	Pollution and Waste Management	4	Lecture, Seminar and discussion	GCR https://classroom.google.com/u/0/w/Mzc2NTgzOTMwMzkw/tc/NDEzNjgzNDQzNzc3
IV	Urban poverty – Issues and Approaches	6	Lecture	
	Management of Urban Services	6	Lecture	
	Raising Finances for Urban Local Bodies	6	Lecture	

J. Anand

S. Mani

V	Urban Water Management	6	Lecture	
	Urban Environmental Management	6	Lecture	
	Community Participation in Management	6	Lecture	

S. Marceline

*S. Marceline
07/02/2022*

*R. Shanthi
2/2/22*

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