

**SBES COLLEGE OF ARTS AND COMMERCE, AURANGABAD  
DEPARTMENT OF PUBLIC ADMINISTRATION**

**2013-14 to 2018-2019**

## **PROFILE**

### **A] Introduction**

The word ‘administration’ is derived from Latin word “administrate”, which means to ‘care for’ or ‘to look after people’ to manage affairs. According to this wide definition every human activity involves some kind of administration. Even simple activities could not be carried on without some form of organization. With the growing complexity of modern life administration has become more and more complex. Administration is a group activity which involves co-operation and co-ordination to achieve desired goals or objectives. It has an element of rationality and is thus a rational action, an endeavor to maximize the achievement of goals or objectives by a group of human being. Organization and Management are special features of administrative activity. No condensed definition can encompass public administration. Public Administration is co-operative group effort in a public setting. It covers all three branches of government i.e. executive, legislative and judicial and their inter-relationships. Public administration has an important role in the formulation of Public Policy and is thus a part of the political process. It is different in significant ways from Private administration and at the same time is closely associated with numerous private groups and individuals in providing services to the community.

The Saraswati Bhuvan Education Society’s Arts and Commerce College was established in June 1963. Public administration is available as a separate optional for BA degree since the inception of the college but it was under department of Political Science as the then practice followed even in University. Public administration department became separate in 2005. The first appointment of Public administration was made in this year. Since then the department has organized various activities.

### **Objectives of Department**

- To develop students interest in government, governance and civil society at large.
- To develop understanding of public policy analysis of students
- To develop habit of rational thinking and scientific inquiry
- To organize activities for personality development of the students
- To counsel students for UPSC and MPSC Examinations

**B] Establishment of the Department and Programmes offered**

<b>Sr. No.</b>	<b>Courses/Programmes</b>	<b>Annual/semester/choice based credit system</b>	<b>Year of Establishment</b>
1	BA with Public Administration as one out of the three optional was available but it was under department of political science of our college.	Semester	1963
2	Department of Public Administration as a separate department	Semester	2005
3	UGC- ADD On Certificate Course in Basic Photography	Credit	2012

**C] Former teachers of the Department NA**

<b>Sr. No.</b>	<b>Name</b>	<b>Tenure</b>

**D] Teachers working in the department**

<b>Sr. No.</b>	<b>Name of the Teacher</b>	<b>Qualification</b>	<b>Designation</b>	<b>Tenure</b>
1	Dr. M.A. Paithankar	MA,SET, PhD	Associate Professor and HOD	14/06/2005- till date
2	Dr. S. S. Shrirame	MA,SET, PhD	Assistant Professor CHB	07/07/2011- till date
		MA,SET, PhD	Research Fellow	04/4/2016 to 31/12/2016
3	Dr. Sushil Kamble	MA,SET, PhD	Assistant Professor on CHB	01/7/2016- till date

**E] Student strength**

<b>Programme</b>		<b>Student strength</b>											
		<b>2013-14</b>		<b>2014-15</b>		<b>2015-16</b>		<b>2016-17</b>		<b>2017-18</b>		<b>2018-19</b>	
<b>BA</b>	<b>Category</b>	<b>M</b>	<b>F</b>	<b>M</b>	<b>F</b>	<b>M</b>	<b>F</b>	<b>M</b>	<b>F</b>	<b>M</b>	<b>F</b>	<b>M</b>	<b>F</b>
	<b>SC</b>	27	17	23	11	18	10	19	11	22	16	16	23
	<b>ST</b>	01	03	01	04	04	04	04	03	05	03	05	03
	<b>OBC</b>	25	19	35	22	36	22	41	15	32	20	29	22
	<b>GEN</b>	27	27	28	24	21	14	23	15	26	22	28	28
	<b>Total</b>	80	66	87	61	79	50	87	44	85	61	78	76
<b>Grand Total</b>		146		148		129		131		146		154	

**F] Student -Teacher Ratio (programme wise)**

Class	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19
<b>BA I</b>	69	54	74	58	68	74
<b>BA II</b>	45	51	22	48	38	50
<b>BA III</b>	32	43	33	25	40	30

**G] Contribution of the Department**

Sr. No.	Activity Details	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Total
1	Research Paper Publication in Journals	07	04	02	01	00	00	14
2	Participation in Seminars/ Conferences/ Workshops/ Symposium	00	00	00	01	01	01	03
3	Research Paper Presentation in Seminars/ Conferences/ Workshops/ Symposium	00	00	01	00	00	00	01
4	Research Paper Publication in Proceedings of Seminars/ Conferences/ Workshops/ Symposium	00	00	00	00	00	00	00
5	Articles in Books	00	00	01	00	00	00	01
6	Chapters in Books	00	00	00	00	00	00	00
7	Books Published	00	01	03	00	00	00	04
8	Books Edited	02	01	01	02	00	00	06
9	Journals Edited	04	01	01	01	00	00	07
10	Major Research Projects	02	00	01	00	00	00	03
11	Minor Research Projects	00	00	00	00	00	01	01
12	Students awarded MPhil Degree	07	00	00	00	00	00	07
13	Students awarded PhD Degree	00	00	00	00	01	01	02
14	Students pursuing PhD Degree	04	04	04	04	03	05	05
15	Awards and Recognition received	01	00	00	00	01	00	01
16	Delivered Lectures as Resource Person	04	00	08	04	00	02	18
17	Articles in Newspapers and Magazines	00	00	00	00	00	00	00
19	Radio / TV Talk	00	00	00	00	00	00	00
20	Other	00	00	00	00	00	00	00

**H] Faculty as members in a) University committees, b) National committees, c) International Committees and d) Editorial Board**

Sr. No.	Name of the faculty	Committee/Board	Year
1	Dr. Makarand A. Paithankar	Member, Board of Studies in Public Administration	2018

**I] Record of departmental activity**

Sr.	Name of the Activity	Date
<b>2013-14</b>		
1	Lecture on Personality development by Mr. H.P. Kulkarni, Dy.SP	08/7/2013
2	Wallpaper	26/11/2013
3	Preparation for UPSC	26/11/2013
4	Quality and Higher Education by Dr. M.D. Jahagirdar	14/01/2014
<b>2014-15</b>		
1	Lecture on Administration in Ancient India by Prof. Dr. S. Y. Dandge	06-8-2014
2	Wallpaper	06/8/2014
3	Lecture on Guidance for Competitive Examination by Advt. Manish Patodekar	22/8/2014
4	Lecture on Democratic Decentralization and Panchayati Raj in India Dr. S.T. Shirsath	29/9/2014
5	Lecture on Planning Commission by Prof. Ram Deshpande	19/12/2014
6	Lecture on "Pursuit of Excellence" by Prof. A.G. Khan	14/01/2015
<b>2015-16</b>		
1	Book exhibition on competitive examination	15/8/2015
2	One day workshop for students on "Research Methodology and Project Writing in Languages and Social Sciences"	22-12-2015
3	Lecture on Poverty in India by Dr. Sudhakar Shrirame	30/12/2015
4	Wall paper on topics of syllabus	30/12/2015
5	Study tour was organized to the Ideal Village in Maharashtra, Ralegansiddhi made famous by noted Social activist Anna Hazare	06-01-2016
6	Exposure Visits to Zilla Parishad Aurangabad	08-01-2016
<b>2016-17</b>		
1	Wallpapers on the theme "Nation"	15/08/2016
2	How to prepare for UPSC/MPSC	21/12/2016
3	Workshop for students on Project Report by Dr. Rahul Hajare	28/12/2016
4	Lecture on "Atrocities against dalits" by Dr. Sushil S. Kamble	11/01/2017
5	Books Exhibition	30-01 to 01-02-17
<b>2017-18</b>		
1	Lecture on How to prepare for civil services	19/8/2017
2	Wallpaper on units of curriculum of PA	09/01/2018
3	How to Prepare a Research Project	17/01/2018
4	Study Visit to High Court , Aurangabad Bench	05/3/2018
5	One day study tour to Ideal Village "हिवरे बाजार"	31/01/2018
6	Union Budget 2018 live display for students with Economics department	01/02/2018
<b>2018-19</b>		
1	Lecture on How to prepare for civil services	26/7/2018

2	Exhibition on new books of PA	31/7-01/8/2018
3	Guest Lecture on “Smart City” by Ms. Anju Uppal	29/12/2018
4	Wallpaper on units of curriculum	03/01/2019
5	Guidance for UPSC-MPSC by Mr. Rahul Navandar	08/01/2019
6	Workshop on Preparation of research project proposal by Dr. Sangram Gunjal	28/01/2019
7	Study visit to Aurangabad district treasury	26/02/2019
8	Visit to <i>Vigyanashram</i> - Pabal	08/03/2019

**JJ Alumni**

Sr. No.	Name	Present Position
1	Adv. Ajay Deshpande	Practicing Lawyer High Court
2	Dayanand Gutte	Industrialist
3	Mr. Shashikant Jahagirdar	District Judge
4	Dr. Ajit Dalvi	Noted Play writer
5	Dr. Sanjay Gaikwad	Former Principal
6	Dr. Abhay Taksal	National President of AISF
7	Mr. Sham Ghuge	Superintendent of Police
8	Mr. Dipak Ghire	Superintendent of Police
9	Mr. Kiran Nandedkar	Dy. Commissioner Sales Tax
10	Prof. Dr. Fulchand Salampure	Chatrapati Puraskar Award
11	Mr. Gajanan Giri	PSI
12	Mr. Nandu Gavane	PSI
13	Mr. Jayesh Wani	Media

**TEACHING LEARNING RESOURCES****A) Equipments**

Sr. No.	Equipments	No
1	Computers	01
2	Laptop	02
3	Internet	Optic fiber Connectivity 100 MBPS Broadband
4	Printer	02, HP laser Printer Scanner, HP Laser Color Printer
	Any other	

**B) Books**

13-14	14-15	15-16	16-17	17-18	18-19
645	662	663	673	773	

**C) Journals/Periodicals of the Subject**

13-14	14-15	15-16	16-17	17-18	18-19
32	32	32	32	32	32

**D) Teaching Learning Resources (TLR)**

Sr. No.	Topic/Area covered	Size	No's
<b>Power Point Presentations (Size and No's)</b>			
1	Principles and Concepts of Public Administration (Paper I)	438 KB	51
2	Public Administration in India (Paper II)	560 KB	48

3	Personnel Administration (Paper V)		204 KB	47
4	Panchayat Raj and Rural Development (Paper VI)		245 KB	28
5	Maharashtra Administration (Paper IX, XIII)		311 KB	41
6	Administrative Thinkers (Paper X, XIV)		420 KB	38
7	Recent Trends in Public Administration (Paper XI, XV)		393 KB	18
8	Development Administration (Paper XII, XVI)		420 KB	22
	<b>Total</b>		2991KB	293
<b>Notes</b>				
1	Complete Public Administration	Written Notes in Registers and Files		
<b>Wall Papers</b>				
1	Women’s Reservation			
2	Panchayati Raj system in India			
3	Article 370			
4	Globalization			
5	Directive Principles of State Policy			
6	Henry Fayol			
7	Corruption- A Problem			
8	Providing Urban Amenities in Rural Areas			
9	Supreme Court			
10	Constitution of India			
11	Fundamental Duties			
12	Prevention of Atrocities Act 1989			
13	Indian Flag			
14	RUSA			
15	Law making procedure			
16	Comparative Approach			
17	Committees of Constitutional drafting			
18	Legislature of Maharashtra			
19	Inputs in Constitution from various Countries			
20	Constitution Schedules			
21	Right to Information			
22	Functions of Chief Executive			
23	Governor			
24	Council of Ministers			
25	Kautilya			
26	National Anthem			
27	Indian Parliament House			
28	Save Girl Child			
29	Features of Indian Constitution			
30	70 Years of Independence			
31	Fundamental Rights			
32	Citizenship			
33	Indian Judiciary			
34	National Monuments			
35	Prime Ministers and their term			
36	Preamble			
37	Indian National Flag			
<b>Card Notes</b>				
1	Ecologism	06		
2	Scientific Management	11		

3	Communication	02				
4	Development Administration	23				
5	Contemporary Political Analysis	02				
	<b>Total</b>	44				
<b>Question bank</b>						
	Total Questions	Fill in the blanks	One Sentence	Concepts	Answer in short	Detail answer
<b>BAFY</b>	640	160	160	128	128	64
<b>BASY</b>	640	160	160	128	128	64
<b>BATY</b>	960	240	240	192	192	96
<b>Total</b>	<b>2240</b>	560	560	448	448	224

**E] Record of guest lecturers arranged**

Sr. No.	Name of the Guest	Topic	Year
1	Dr. V.K Pande, Former Director, IIFT	India and Global Recession	26/11/2013
2	Shri. Narendra Chapalgaonkar Former Judge, High Court	Objectives of Higher Education and Present Scenario	23/8/2013
3	Prof. Dr. S. Y. Dandge HOD, Public Administration, Dr. BAMU	Administration in Ancient India	06-8-2014
4	Prof. Hamid Khan Former Coordinator, IQAC, Dr. BAMU	Quality in Higher Education	27-8-2015
5	Prof. Razaullah Khan Principal, Maulana Azad College,	NAAC- Reaccreditation	02-9-2015
6	Prin. Satish Jairam Director, IHM	Innovations	16-9-2015
7	Dr. Shruti Tambe Professor of Sociology, Savitribai Phule Pune University	Civil Society	27-28/9/15
8	Prof. Shobhana Joshi HOD Education, Dr. BAMU	Higher Education in India	23/8/2017
9	Prof. J. F. Patil Noted Economist, Kolhapur	Twenty five years of economic reforms	30-31/8/2017
10	Prof. Paras Bora Former HOD, Public Administration, Dr.BAMU	Relevance of Gandhian thought	30/10/2016
11	Dr. Deepak Deolankar Vice-Principal and Coordinator, IQAC, SB College of Science	NAAC Preparation	23/11/2016
12	Prin. Dr. N. V. M. Rao Principal, MP Law College	Indian Constitution	14/01/2017
13	Mr. Madhav Godbole Former Home Secretary, GOI	प्रशासन आणि लोकशाही: भारताचा अनुभव	20/3/2018
14	Ms. Anju Uppal Deputy CEO, SMART City	Smart City	20/12/2018

**F] Seminars/ Conferences/Workshops organized NIL**

Sr. No.	Title	Dates	Funding agency	Amount

**RESULTS****A] Paper wise result**

Paper No → Year ↓	1	2	3	4	5	6	7	8	9	10	11	12/ 16	13	14	15
<b>12-13</b>	89.4	85.1	93.6	97.9	97.5	100	100	100	100	87.5	100	100	100	100	100
<b>13-14</b>	91.9	93.5	95.2	96.7	95.6	93.3	100	100	100	100	100	100	100	100	100
<b>14-15</b>	83.9	98.4	82.2	91.1	79.1	93	90.7	100	100	100	100	100	97.5	95	100
<b>15-16</b>	69.04	70.58	85.89	87.17	89.65	89.65	83.78	97.29	89.74	94.87	100	100	100	100	100
<b>16-17</b>	62.7	64	92.3	94.7	83.3	87	89.5	100	96.6	96.6	88.9	100	100	100	100
<b>17-18</b>	67.8	67.4	82.1	83.7	70.1	91.8	95.7	95.7	100	91.2	62.5	100	100	100	100

**B] Year wise result**

Year →	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18
<b>BAFY</b>	91.48	94.33	88.97	78.17	69.75	75.26
<b>BASY</b>	99.37	97.22	90.70	90.09	84.70	88.48
<b>BATY</b>	98.43	100	99.06	97.80	88.68	93.18

**C] Subject result**

Year →	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18
<b>BA Public Admn (FY, SY, TY average)</b>	96.72	97.18	92.91	88.68	81.75	85.64
<b>BA Passed out</b>	80.36	90.00	83.02	64.12	62.36	44.75

**D] Average result - 2013-18**

Year →	2013-18
<b>BA Public Admn (Average of C)</b>	90.48

**BEST PRACTICES**

1	Wallpapers on Units of curriculum
2	Counseling for competitive examinations
3	Exposure visits to various administrative organizations



**SWOC ANALYSIS**

Strength	<ul style="list-style-type: none"> <li>• Public Administration as a separate subject is available at UG level at very few places in India, ours is one.</li> <li>• 100% of the syllabus is made available on ICT based learning resource</li> <li>• Exhaustive question bank</li> <li>• Engaged in active research</li> <li>• Free UPSC consultancy and MPSC coaching for all students</li> <li>• Contribution in Institutional Governance</li> <li>• Substantial contribution in the educational management of college by being Vice-Principal, Management Representative of ISO and Coordinator of IQAC</li> <li>• Strong publication output</li> <li>• Student orientation and ability to work with a team</li> </ul>
Weakness	<ul style="list-style-type: none"> <li>• No PG department</li> <li>• Limited Student strength</li> <li>• Lack of financial support for exposure visits and practical orientation</li> <li>• Not available at HSC hence students are not aware of the subject</li> <li>• Clubbing of Public Administration with Economics</li> </ul>
Opportunities	<ul style="list-style-type: none"> <li>• To organize Seminars/Conference/Workshops</li> <li>• Number of book titles to be increased</li> <li>• To start short term certificate course/ Executive education</li> <li>• Consultancy</li> </ul>
Challenges	<ul style="list-style-type: none"> <li>• Catering to first learner generation students and slow learners</li> <li>• To bridge the substantial gap between the traditional education and professional demands</li> </ul>