

Department of PUBLIC ADMINISTRATION
(2020-2021)
GDC Paonta Sahib

Course learning outcomes

S.No.	Course Title	Course Code	Nature of Course and Year	Co's	Course Outcome
1	Administrative Theory	PUBA 101-A	Discipline Specific Core (DSC)-101 First Year	CO1	The subject provides the basic knowledge of administration. It contains the meaning and nature of public and private administration . It also enables students to understand the different areas and aspects of administration. Types , principles of organisation and important aspects like motivation, leadership, communication and decision making are also discussed.
2	Indian administration	PUBA 102-A	Discipline Specific Core (DSC)-102 First Year	CO1	The subject comprises of the features and role of Indian administration .It contains constitutional machinery like UPSC, SPSC, Finance commission and CAG.
				CO2	It also helps students to understand the RTI act and corruption.
3	Administrative Thinkers	PUBA 201-A	Discipline Specific Core (DSC)-201 Second Year	CO1	The subject comprises of all prominent thinkers and enables the students to understand the administrative theory which is based on the conceptualisation of experience of administrators and observation of the operational situation in administration.
4	Development Administration	PUBA 202-A	Discipline Specific Core (DSC)-202 Second Year	CO1	This subject describes the importance of development administration with respect to traditional administration. It also helps the students to understand the difference between the administration of a developed and a developing country. NITI Aayog and sustainable development are also discussed in this subject.
5	Computer Application and Office Management	PUBA 203-A	Skill Enhancement Courses (SEC)-203 Second Year	CO1	This subject contains computer fundamentals- computer design, Operating system ,Microsoft word Excel , PowerPoint and concept of office management.
6	Human Resources and Logistic Management	PUBA 204-A	Skill Enhancement Courses (SEC)-204 Second Year	CO1	The subject helps the students to understand the concepts of human resources ,human resource planning ,logistics management and inventory management.
7	Leadership and conflict management	PUBA 301-A	Skill Enhancement Courses (SEC)-301 Third Year	CO1	This is a practical subject.It help students to understand leadership style a leader's method of providing direction, implementing plans and motivating people.
8	Stress and time management	PUBA 302-A	Skill Enhancement Courses (SEC)-302 Third Year	CO1	Stress management employs a wide spectrum of techniques and psychotherapies aimed at controlling a person's level of stress, especially chronic stress, usually for the purpose of and for the motive of improving everyday functioning.
9	Local Government in India	PUBA303	Discipline Specific Core (DSC)-303 Third Year	CO1	This subject describes the importance and Organisations of Local Government s in India
				CO2	It also focus 73and74amendment Act
10	Contemporary issues and concerned in Indian administration	PUBA 304-A	Discipline Specific Core (DSC)-304 Third Year	CO1	This subject helps the students to understand the present issues faced by Indian administration such as globalisation , social responsibility human rights, good governance, citizen charter ,consumer protection, social welfare ,environment administration etc.The main focus of the social welfare ,environment administration etc.The main focus of the
11	Public policy and Administration in India	PUBA 305	Discipline Specific Core (DSC)-305 Third Year	CO1	This subject contains the formulation and implementation of public policy
				CO2	This subject also describes the social welfare schemes
12	Financial administration	PUBA 306-A	Discipline Specific Core (DSC)-306 Third Year	CO1	This subject helps the students to understand the management of financial resources through the application of well thought -out principles. It enables the students to understand the budget, tax, RBI and Finance commission.
13	Constitutional and Administrative Aspects of Himachal Pradesh	PUBA 307	Generic Elective-307 Third Year	CO1	This subject contains the constitutional and administrative history of Himachal Pradesh
				CO2	This subject also contains the local government in Himachal Pradesh
14	Disaster Management	PUBA 308	Generic Elective-308 Third Year	CO1	This subject also contains the Act policy and institutions framework regarding the disaster management
				CO2	This subject contains the disaster and disaster management
15	e-governance	PUBA 309	Generic Elective-309 Third Year	CO1	This subject also contains the implementation and challenge s of e-governance
				CO2	This subject contains the concept and significance of e governance