**Chaudhary Hardwari Lal Govt. College Chhara, Jhajjar**

**Lesson Plan(2025-26)**

**Name of Assistant Professor: Dr. Lalita**

**Class and Section: B. A. Semester: 5th**

**Subject: Public Administration**

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| Week -1  15-22 July, 2025 | Introduction of the syllabus, Introduction of the local government in India, Meaning, definition and significance of local government in India. |
| Week- 2  23-29 July ,2025 | Introduction of Urban Local government, Meaning, significance of Urban local government, functions and working of urban local government. |
| Week -3  30 July- 4 August, 2025 | Explanation of Urban Local government in ancient times, in medieval and modern times. |
| Week- 4  05-11 August, 2025 | Urban local government after independence.  Test of Unit 1 |
| Week -5  12-18 August, 2025 | Introduction about Municipal Corporation, Meaning and Composition of Municipal Corporation, Function of Municipal Corporation (MC). |
| Week -6  19-25 August, 2025 | Financial resources of Municipal Corporation, Utilization of the resources by MC. |
| Week -7  26 August-02 Sept , 2025 | Control of state government on Municipal Corporation. |
| Week- 8  03-10 Sept, 2025 | Mayor of MC, Election process, working and function of Mayor. Explanation of Municipal Commissioner, functions and working. Test of Unit 2 |
| Week -9  11-17 Sept, 2025 | Introduction of Municipal Council. Functions and powers of Municipal Councils. |
| Week -10  18-25 Sept, 2025 | Financial resources of municipal councils, financial difficulties & suggestions for improvement. |
| Week -11  26 Sept-02 Oct, 2025 | Municipal Personnel, suggestions for reforms in the condition of Municipal employees, |
| Week -12  03-10 Oct, 2025 | Municipal Committee, Functions & Powers of Executive Officer, Assignments topics allotment, Test of Unit 3.  Assignments topics allotment. |
| Week- 13  11-17 Oct, 2025  (Diwali Vacations,14-22 Oct, 2025) | Diwali Vacations |
| Week -14,  18-24 Oct, 2025  (Diwali Vacations,14-22 Oct, 2025) | Town Area Committee, Notified Area Committee, Cantonment Board Improvement Trust and Port Trust |
| Week -15  25-31 Oct, 2025 | Town & Country Planning, Collection of Assignments and discussion on assignments. |
| Week -16  01-07 Nov, 2025 | Discussion on the process of 74th Constitutional Amendment, Detail discussion on 74th Amendment. Test of Unit 4 |
| Week 17  08-14 Nov, 2025 | Revision of Syllabus, Presentations |
| Week 18  15-21 Nov , 2025 | Revision of Syllabus, Oral Test of Syllabus |

Assistant Professor

Govt. College Chhara, Jhajjar