



KISII UNIVERSITY
UNIVERSITY EXAMINATIONS

FOURTH YEAR EXAMINATION FOR THE AWARD OF
THE DEGREE OF BACHELOR OF EDUCATION
SECOND SEMESTER 2017/2018
(MAY - AUGUST, 2017)

EAPE 411/417: EDUCATION ADMINISTRATION AND MANAGEMENT

STREAM: Y4 S2

TIME: 2 HOURS

DAY: WEDNESDAY, 9.00AM - 11.00AM

DATE: 23/08/2017

INSTRUCTIONS

1. *Do not write anything on this question paper.*
2. *Answer question ONE and any other THREE.*

QUESTION ONE

- a) How would you define educational management to your staff? [6marks]
- b) Explain the disadvantages of Laissez-faire leadership in education. [4marks]
- c) Discuss the significance of duties in an educational institution. [9marks]
- d) Critique any three uses of an organogram/organizational chart. [6marks]

QUESTION TWO

Scientific or classical management theory by Fredrick Taylor (1856-1917) has been universally accepted by educational management scholars as appropriate. Discuss the Taylorian principles of scientific management. [15marks]

QUESTION THREE

- a) In educational institutions, power and authority are key elements in educational management.
 - i. Differentiate between power and authority. [4marks]

- ii. Determine sources of authority on educational administration. [5marks]
- b) In some schools, principles misuse their power and authority. Discuss this statement by citing relevant examples. [6marks]

✓ **QUESTION FOUR**

- a) Identify any three trade unions in education. [3marks]
- b) Citing relevant examples discuss the roles of trade unions in agitation for member's interests in education. [12marks]

✓ **QUESTION FIVE**

- a) What is job description in education set up? ~~_____~~ [5marks]
- b) Discuss the personnel recruitment process in a school by citing relevant examples. [10marks]

QUESTION SIX

Financial auditing is very important in educational management. Discuss the auditing process by citing relevant examples. [15marks]