



MACHAKOS UNIVERSITY

University Examinations 2017/2018

SCHOOL OF EDUCATION

DEPARTMENT OF EDUCATIONAL MANAGEMENT AND CURRICULUM
STUDIES

EXAMINATION FOR MASTER OF EDUCATION

EMP 802: THEORIES OF EDUCATIONAL ADMINISTRATION

DATE: 20/12/2017

TIME: 11:00 – 1:00 PM

INSTRUCTIONS

Answer question ONE and any other TWO QUESTIONS

1. (a) Explain the role played by the following administrative processes in the administration of educational institutions
 - i) Planning (2 marks)
 - ii) Staffing (2 marks)
 - iii) Directing (2 marks)
 - iv) Organizing (2 marks)
- (b) Distinguish the following elements of organizational structure.
 - i) Centralized and decentralized organizations (4 marks)
 - ii) Flat and tall organizations (4 marks)
 - iii) Departmentalization and specialization of duties (4 marks)
- (c) Discuss Fredrick Taylor's principles of scientific management and show how they can be used in effective management of educational institutions. (10 marks)
2. (a) "Workers in organizations are lazy, hate work and must be coerced in order to perform" Discuss this statement in the light of Douglas MC Gregor's Theory X showing how educational administrators should respond to this category of workers to ensure productivity in institutions of learning. (10 marks)
- (b) Discuss Fredrick Herzberg Two – Factor theory of motivation and show how it can be used to improve performance in secondary schools. (10 marks)

3. (a) Discuss four sources of power showing how they can be used in effective management of educational institutions. (8 marks)
- (b) Explain how political power can be used ethically for the development of institutions of learning. (6 marks)
- (c) With use of appropriate examples, differentiate between Line and Staff Authority institutions of learning (6 marks)
4. (a) Discuss the significance of Marx Weber's bureaucratic system of administration in effective management of educational institutions in Kenya. (12 marks)
- (b) Explain the inherent differences between transactional and transformative leadership styles on the basis of their application in administration of institutions of learning (8 marks)
5. (a) Critically examine the role played by communication in effective administration of secondary schools. (10 marks)
- (b) Discuss the challenges of communication faced by school administrators while discharging their duties. (12 marks)