

CHUKA



UNIVERSITY

**UNIVERSITY EXAMINATIONS
CHUKA /THARAKA**

EXAMINATION FOR THE AWARD OF DEGREE OF BACHELOR OF EDUCATION

EAPE 411: EDUCATIONAL ADMINISTRATION AND MANAGEMENT

STREAMS:

TIME: 2 HOURS

DAY/DATE: WEDNESDAY 4/12/2019

8.30 A.M – 10.30 A.M

INSTRUCTIONS

Answer question one and any other two questions

QUESTION ONE (20 MARKS)

1. (a) Briefly discuss any two functions of management. [4 marks]
- (b) Distinguish between the following terms;
- (i) Educational administration and educational management [2 marks]
- (ii) Leadership and power [2 marks]
- (b) “The school is a bureaucratic organization”. Using the principles advanced by Max Weber discuss this statement. Give suitable examples. [12 marks]
- (c) Identify any four factors that lead to indiscipline of secondary school teachers in Kenya. [4 marks]
- (d) List three (3) reasons why teachers trainees need to study educational management. [6

marks]

QUESTION TWO

- (a) List the basic roles played by the school head teacher as instructional leaders. [6 marks]
- (b) Clearly demonstrate how you would acquire and maintain power as a head teacher in Kenyan institution. [14 marks]

QUESTION THREE

- (a) Discuss any three (3) theories of leadership. [12 marks]
- (b) Citing relevant examples from education systems in Kenya discuss the factors affecting quality of teacher's performance. [8 marks]

QUESTION FOUR

- (a) List the functions of the school budget in financial management of institutions of learning in Kenya. [6 marks]
- (b) Discuss the factors that influence the organizational climate of the institutions of learning. [14 marks]

QUESTION FIVE

- (a) Taking any school in Kenya as an example, list down any community activities in which students could usefully participate, noting potential benefits for pupils, the school and the community at large. [10 marks]
- (b) Discuss the extent to which the principles of administrative management theory are applicable in administration of schools in Kenya. [10 marks]
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