



MERU UNIVERSITY OF SCIENCE AND TECHNOLOGY

P.O. Box 972-60200 – Meru-Kenya

Tel: +254(0) 799 529 958, +254(0) 799 529 959, + 254 (0) 712 524 293,

Website: info@must.ac.ke Email: info@must.ac.ke

University Examinations 2022/2023

FIRST YEAR SECOND SEMESTER EXAMINATION FOR POST GRADUATE DIPLOMA
IN EDUCATION

FIRST YEAR FIRST SEMESTER POST GRADUATE DIPLOMA IN EDUCATION

EMG 4150: EDUCATIONAL MANAGEMENT AND ORGANIZATION

DATE: APRIL 2023

TIME: 2 HOURS

INSTRUCTIONS: Answer question *one* and any other *two* questions

QUESTION ONE (30 MARKS)

In a school set up the principal is the secretary to the board of management and the manager in charge of all the resource in the institution. A board meeting was held in school x and the principal was expected to address the other board members concerning the measures to be undertaken for effective management to enhance productivity and smooth learning of the institution. Assuming that you are the school principal prepare a detailed report under the following areas

- a) Giving relevant examples, justify the application of Maslow's hierarchy of needs theory in education management (8 marks)
- b) Scientific management theory arose out of a need to improve manufacturing productivity through efficient use of physical and human resources. Analyse the contribution of Taylor's work to educational management (8 marks)

- c) It's a government policy to ensure that the budgeted public funds are spent for the intended purpose. Analyse the importance of procurement in learning institutions in Kenya (8 marks)

QUESTION TWO (20 MARKS)

- a) Classical management principles have been applied in management of school in Kenya. Discuss (12 marks)
- i. The principal who is the secretary to the board of management manages the school in a day to day practices. Elaborate on key functions through which the principal's management would achieve expected goals according to Fayol Henry (8 marks)
- ii. Examine the role of teacher's service commission in enhancing effective management of learning institutions (4 marks)

QUESTION THREE (20 MARKS)

- a) Analyze the major functions of Kenya institute of curriculum development in the learning institution in Kenya (6 marks)
- i. Effective management of schools would entail embracing technology in schools. Discuss (4 marks)
- ii. The presence of motivation factors always ensures job satisfaction and happiness among employees. Elaborate on the motivation factors that managers in institutions would use to enhance employee's performance (6 marks)
- iii. Staff development is key to enhance productivity. Examine the benefits of developing staff in institutions of learning (6 marks)