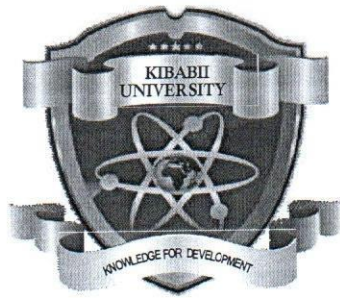


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KIBABII UNIVERSITY

**UNIVERSITY EXAMINATION
ACADEMIC YEAR 2021/2022**

FOURTH YEAR FIRST SEMESTER REGULAR EXAMINATION

BACHELOR OF EDUCATION

COURSE CODE: EPM 411

COURSE TITLE: EDUCATION ADMINISTRATION AND MANAGEMENT

DATE: THURSDAY 19TH MAY 2022 TIME: 09:00-11:00 DURATION: 2HOURS

INSTRUCTIONS TO CANDIDATES

Answer Question One (compulsory) and Any other TWO (2) Questions

KIBU observes ZERO tolerance to examination cheating

This Paper Consists of 3 Printed Pages. Please Turn Over. ➡

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Knowledge for Development



SECTION A.**QUESTION ONE.**

- a) Distinguish the following terms as used in education administration. (4 marks)
- i. Responsibility and authority
 - ii. Great man theory and trait theory
- b) As a principal you are going to attend the heads meeting in Mombasa for a week. How will you delegate your responsibilities effectively to your subordinates. (5 marks)
- c) Communication is key in any learning institution. As a principal how would you ensure there is effective communication among the staff. (5 marks)
- d) In reference to social systems theory, discuss how a school operates as a social system. (8 marks)
- e) Briefly explain why it is important to audit school finances. (3 marks)
- f) In the recent past there has been a lot of resistance to delocalization of Principals. In reference to the above discuss why people resist change. (5 marks)

SECTION B**QUESTION TWO**

- a) With reference to specific examples, discuss the relevance of Henry Fayol principles of management to the management of secondary schools in Kenya. (14 marks)
- b) As a class teacher, describe how you would motivate your class for the good performance in the end of term exams. (6 marks)



QUESTION THREE

a) Discuss the role of the following in promotion of Education sector in Kenya.

(20 marks)

- i. Teacher Service Commission (TSC)
- ii. Kenya Education Management Institute (KEMI)
- iii. Gachathi Report,(1976)
- iv. Odhiambo task force report, (2012)

QUESTION FOUR

a) With reference to specific examples, discuss different types of leadership styles used in institutions of learning in Kenya.

(10 marks)

b) Discuss why some secondary schools run short of funds towards the end of the academic year.

(10 marks)

