CBCT (Choice Based Credit Transfer) course

Course Code: ED110
Course Title: Educational Management

L	T	P	CH	CR
3	0	0	3	3

LEARNING OUTCOMES OF THE COURSE:
After the completion of this course, the student will be able to:
1. Examine the application of concepts, functions, and principles of management in Education.
2. Establish the relationship between Educational Management and Educational Leadership models.
3. Discuss the impact Educational leadership on school improvement practices.
4. Analyse academic culture and campus culture of universities based on theories of administration.
5. Identify the different Knowledge Management and Bench marking Strategies adopted at Higher Education Level.

Content
Unit I: Fundamentals of Management
a) Nature, Functions, and Levels of Management
b) Modern concept of Management,
c) Principles of Management
d) Organizational Dynamics

Unit II: Leadership and Management in Education
a) Theories of Educational Management
b) Relation between Educational Management and Educational Leadership models
c) Educational Leadership and School improvement, Changing Schools and Changing Roles of school leaders.
d) Leadership and its impact on Student outcomes, Teacher satisfaction, Teacher leadership and Teacher recruitment.

Unit III: Educational Administration and its application
a) Theories of Educational Administration.
b) Academic culture and Campus culture.
c) Management of Assessment in Higher Education, Monitoring and Evaluation in Education.
d) Knowledge management and Bench marking Strategy.

References and Resources (Textbooks Links)
Engagement with the Field/Practicum/Activity
1. Prepare a report on recommendations and scheme on Knowledge Management in India.
2. Prepare a report on the Benchmarking institutions in India and ranking of Indian universities.
3. Design a framework for the components of Monitoring and Evaluation system adopted at higher education level.

Textbooks
- Bush, T. (2020). *Theories of Educational Leadership and Management*. United Kingdom: SAGE Publications, Limited.

- Bush, T. (2008). *Leadership and Management Development in Education*. United Kingdom: SAGE Publications.
- Sallis, E. (2002). *Total Quality Management in Education*. United Kingdom: Kogan Page.

Reference Books
- Griffin, R. (2021). *Fundamentals of Management*. United States: Cengage Learning.
- Hoy, W. K., Miskel, C. G. (2007). *Educational Administration: Theory, Research, and Practice*. Colombia: McGraw-Hill Higher Education
- Lunenburg, F. C., Ornstein, A. (2020). *Educational Administration: Concepts and Practices*. United States: SAGE Publications, Incorporated.
- OECD (2008). *Improving School Leadership, Volume 1: Policy and Practice*. United States,OECD Publishing.

Online/Web Resources/eBooks (Links)
- Amadi, Eric. (2008). *Introduction to Educational Administration; A Module*. Harey Publications.
  https://www.researchgate.net/publication/273143560_Introduction_to_Educational_Administration_A_Module
- Mantz, Y. (1998). The Management of Assessment in Higher Education, *Assessment & Evaluation in Higher Education*, *23*(2), 101-116.
  https://doi.org/10.1080/0260293980230201
- Mulford, B. (2003). *School leaders: changing roles and Impact on Teacher and school effectiveness*. A paper commissioned by the Education and Training Policy Division, OECD, for the Activity Attracting, Developing and Retaining Effective Teachers.
  https://www.oecd.org/education/school/2635399.pdf
- Shen, X., & Tian, X. (2012). Academic Culture and Campus Culture of Universities. *Higher Education Studies*, *2*, 61-65. https://doi.org/10.5539/hes.v2n2p61
- United Nations Educational, Scientific and Cultural Organization (UNESCO) (2016). Designing effective monitoring and evaluation of education systems for 2030: Global synthesis of policies and practices.
  www.unesco.org/new/fileadmin/MULTIMEDIA/HQ/ED/pdf/me-report.pdf