

SARDAR PATEL UNIVERSITY
Programme: Master of Education
Semester: II
Syllabus with effect from: June 2013

Paper Code: PE02EMED06	Total Credits: 4
Title Of Paper: Total Quality Management in Education	

Unit	Description in detail	Weightage (%)
1	Total Quality Management in Education: T.Q.M. Meaning, Concept T.Q.M. in educational Organization Operionalization of T.Q.M. at institutional level Schools and TQM	25 %
2	Behavioral Management: Identification of performance behaviors Performance improvement Performance appraisal Preparing formats for performance appraisal	25 %
3	Team Work in Educational Organization: The Nature of teams The effectiveness of teams Making teams more effective Roles in the team work and understanding	25 %
4	Leadership Background & Processes: Leadership basic understanding & historical background Leadership theories Trait, group & exchange theories of Leadership Transformational Leadership as an emerging theory Leadership in school Management roles and functions	25 %

Basic Text & Reference Books:

- Government of India. Silver Jubilee Souvenir of CABE 1935-60 Delhi Manager of Publication, 1960
- Government of India, Report of Indian Education.
- Hery, H.P. Changing Concepts in Educational Administration University of Chicago press, 1955.
- Fred. Luthus, Organizational Behavior McGraw-Hill International Education.
- Indian Institute of Public Administration. The Organization of Government of India Bombay: Asia Pub. 1958
- Moehlman School Administration, New York: Houghton Miffih 1951. Mukherji L. Problems of Administration of Education in India.
- Mukerji, S. N. Administration of Education in India Baroda Acharya Book Depot. 1963.
- Naik, J.P. & Syed Nurullah Education in India During the British Period.
- Naik J.P. The Role of Government of India in Education Delhi: Ministry of Education 1963.
- G.C.E.R.T. First Year of Book of Education, New Delhi: 1961.
- Scars, J.B. The Nature of the Administrative Process New York McGraw Hill,1960
- શૈક્ષણિક વ્યવસ્થાપન, ગુજરાત માધ્યમિક શિક્ષણ બોર્ડ – ગાંધીનગર

