

SARDAR PATEL UNIVERSITY
Programme: Master of Education
Semester: IV
Syllabus with effect from: December 2016

Paper Code: PE04EMD2D3	Total Credits: 4
Title Of Paper: (P-3) Total Quality Management In Education	

Unit	Description in detail
	<p>OBJECTIVE:</p> <ul style="list-style-type: none"> • Students understand the basic concepts of total quality management (TQM) • Student understand the behavioural management • Students understand the team work nature & effective team in educational organization • Students understand the basic concept of leadership historical background leadership theory & tranformantion of leadership
1	<p>TOTAL QUALITY MANAGEMENT IN EDUCATION</p> <ul style="list-style-type: none"> ➤ T.Q.M. Meaning, Concept ➤ T.Q.M. in educational Organization ➤ Operionelization of T.Q.M. at institutional level. ➤ Schools and TQM
2	<p>BEHAVIORAL MANAGEMENT</p> <ul style="list-style-type: none"> ➤ Identification of performance behaviors. ➤ Performance improvement ➤ Performance appraisal. ➤ Preparing formats for performance appraisal
3	<p>TEAM WORK IN EDUCATIONAL ORGANIZATION</p> <ul style="list-style-type: none"> ➤ The Nature of teams. ➤ The effectiveness of teams. ➤ Making teams more effective. ➤ Roles in the team work and understanding
4	<p>LEADERSHIP BACKGROUND & PROCESSES</p> <ul style="list-style-type: none"> ➤ 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.

Basic Text & Reference Books:

- Government of India. Silver Jubile Sourvenir 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. Luthans, Organizational Behavior McGraw-Hill International Education. New Delhi
- 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 Deptt. 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

