

# BASICS OF EDUCATIONAL ADMINISTRATION

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# INTRODUCTION

- ◉ Formal education is a primary human need in modern societies due to expansion of knowledge and technical advancements.
- ◉ Education as an enlightening experience and teaching-learning process makes us more mature and socialized.
- ◉ Education can be thought of as the transmission of the values and accumulated knowledge of a society.

# EDUCATIONAL ADMINISTRATION

- ◉ Educational administration is a specialized branch of public administration or public policy which deals with the making and implementing public policy part of entire formal educational system and its institutions.
- ◉ **Educational administration** is a discipline within the study of **education** that examines the **administrative** theory and practice of **education** in general and **educational** institutions and educators in particular activities.

## CONTD.-

- ◉ Educational Administration is regarded as the process of integrating the appropriate human and material resources that are made available and made effective for achieving the purposes of a programme of an educational institution.
- ◉ In India 1921 is considered as a turning year when Ministry of Education was come under Indian minister.

# TYPES ( MANAGEMENT)

- ◉ Centralized and Decentralized Educational Management,
- ◉ External and Internal Educational Management,
- ◉ Autocratic and Democratic Educational Management,
- ◉ Creative Educational Management.

# NATURE

- It is a regular and integrated process which includes many administrative tasks.
- It is a non- profit making task or activity.
- It is mainly a social enterprise which deals with human resources rather other physical resources.
- It is primarily an art rather a science.
- It is a complex process and being implemented at various levels.
- It is not a separate administrative process rather an integral sub-system of a general government system.

# SCOPE

- ◉ It is related with following POSDCoRB activities-
  - Planning
  - Organizing
  - Staffing
  - Directing
  - Co ordinating
  - Reporting
  - Budgeting.
  - And Controlling, evaluating, public relations etc.

## CONTD.-

Institution-wise scope-

- ◉ Pre-primary or pre-school Education.
- ◉ Elementary or primary Education.
- ◉ Secondary Education.
- ◉ Higher Secondary or Post secondary Education
- ◉ Higher or tertiary Education.
- ◉ Other technical and special education.



# CONTD.-

Education filed -wise-

- ◉ Formal Education
- ◉ Non-formal Education and Adult Education
- ◉ General Education
- ◉ Vocational Education
- ◉ Special Education
- ◉ Teacher Education
- ◉ Integrated Education
- ◉ Technical and professional Education including Engineering, Medical, MBA, and Computer Education etc.

# LEVELS

Likewise other countries India has highest administrative and functional units in education sector. So the vast educational administration is existed at-

- ◉ Central level
- ◉ State level
- ◉ District level
- ◉ Block level and
- ◉ Institutional level - govt. and private.

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