

Simon Fraser University

Education 461-4

INTRODUCTION TO EDUCATIONAL ADMINISTRATION

Instructor: Dr. Norman Robinson

Spring Semester, 1984
Tuesdays, 4:30 - 8:30 p.m.
Location: On campus (TBA)

COURSE PURPOSES

Education 461 is designed as an introduction to the world of educational administration. Students who take this course can expect to gain a good broad understanding of how education is administered in Canada, and more particularly, in British Columbia.

Students will gain insights into the politics of education, the economics of education, the social factors affecting education and legal factors influencing education. Above all, students will gain insight into how schools and school districts really operate.

Students who complete this course should come away from the experience with a more intelligent and insightful understanding of schools and the social environment in which they operate.

Education 461 is a particularly valuable course for those students who are hoping to become school principals, school vice-principals, superintendents of schools or to hold administrative positions in school districts or the Ministry of Education.

Education 461 is particularly essential for those students who are planning to do graduate studies in educational administration. It provides a broad foundation for graduate work.

COURSE EXPERIENCES

A variety of course experiences will be offered. These will include individual study and research, lectures, small group discussions, and class projects. Extensive use will be made of case studies, role plays, simulations and filmed materials.

COURSE READINGS

The core readings for the course are from the following text:

Wilfred B. W. Martin & Allan J. Macdonell, Canadian Education (Second Edition), Scarborough: Prentice-Hall Canada, 1982.

COURSE ASSIGNMENTS

Assignments for the course are of five kinds.

Regular Class Preparation

Every student will have required reading assignments for each class session along with any additional preparatory work assigned.

Special Class Work

During the course individual students or groups of students will be given extra readings for which they will have special responsibility. In addition, individual students will be given special responsibilities from time to time, e. g. chairing a group discussion, etc.

Critique

Each student will choose an article from the literature on a topic in educational administration.

The student will provide a synopsis and critique of the article, emphasizing its relevance and value. This synopsis and critique should not exceed four to five pages.

A copy of the article should be submitted with the synopsis and critique.

In-class Presentation

Each student will give a brief (10 minute) in-class presentation on a relevant course topic that is chosen in consultation with the instructor.

Term Paper

Each student will prepare a term paper of medium length (6 to 9 pages) which will centre on a topic of significance in educational administration.

The focus and form of the paper will be determined by each student after consultation with the instructor.

MARK DISTRIBUTION

Mark distribution for the course assignment is as follows:

<u>Assignment</u>	<u>Mark Percentage</u>
Regular class preparation/ Special class work	35%
Critique	15%
In-class presentation	25%
Term paper	25%

GUIDE TO THE CORE READINGS

In addition to the core readings, other readings will be assigned to the class and distributed at appropriate times.

The Social Context of Educational Administration

1. Education and the Canadian Scene
Martin & Macdonnell (M & M), Chapter 1
2. The Administrative Structure of Education in Canada
M & M, Chapter 2

The Administration of Schools

3. The Formal Organization of the School
M & M, Chapter 6
4. The Work of the School Administrator
5. Leadership in Schools
6. Groups and Group Processes in Schools
M & M, Chapter 3
7. The Student in the School
M & M, Chapter 4

8. *The Teacher in the School*

M & M, Chapter 5

The Politics and Governance of Education

9. *The Provincial Government's Role in Education*

M & M, Chapter 7

10. *The School District's Role in Education*

M & M, Chapter 7

11. *Interest Groups in Education*

M & M, Chapter 8

The Financing of Education

12. *Educational Finance in Canada and B. C.*

M & M, Chapter 7

Special Issues Facing Educational Administration Today

13. *The Changing School*

M & M, Chapter 9

14. *Improving Educational Opportunities*

M & M, Chapters 10, 11, 12

15. *Education and the Labour Market*

M & M, Chapter 13

16. *Education and Social Change*

M & M, Chapter 14

17. *The Administrator's Role in Developing In-service Education for School Improvement*