



Faculty of Education

Dept.of Educational Administration and Policies

**Activating Administrative Consultations for Developing
Fayoum University Administrative Performance " Case Study"**

Prepared by

GhadiRajaie Abdul Moniem Ahmed

Demonstrator in the Department of Educational Administration and
Policies

Suspervised Of

**Yousef Abdul Moaty Mustafa
Mohammed**

Professor of Educational
Educational
Administration and
Policies

Abeer Ahmed

Lecture of

Administration and
Policies

2013

Abstract

**Activating Administrative Consultations for Developing
Fayoum University Administrative Performance "Case Study"**

At the present time, Egypt is facing many national and international variations and challenges in many fields. This has led to a growing interest in those various fields and specializations, which has had the greatest impact on the expansion of universities and institutions which led, in turn, to raising the awareness and culture of various groups through unions and syndicates that started to negotiate on the part of their customers and claim their rights. All this led to changes in the policies of the administrative organizations in order to be able to achieve the satisfaction of their customers. They resorted to the administrative consultation to help them do this.

Administrative consultation is a service provided by one or a group of specialized experts who have scientific skills and technical capabilities which could help them put proposed solutions to administrative problems. The need for administrative consultation stems from the presence of

administrative problems with lack of qualified persons that could handle them or the presence of a state of ambiguity that includes undefined problems.

Administrative consultation is also needed when officials have different points of views and with the presence of problem related to the developing the university to be able to face future needs.

The current study deals with the activation of the administrative consultations in the field of developing the university education administration in Egypt and applying it to Fayoum University taking into consideration that administrative consultation is one of the important approaches on which university administration system depend and which aims at finding different alternative solutions for the problems of education administration with the aim of developing it so that it could cope with the demands and changes of the present time.

Study Problems:

Study problems is determined in the following question:

How administrative consultation be activated for the developing of the administrative performance in Fayoum University?

The following sub-questions could be derived from the above question:

- 1- What is the meaning of the concept of administrative consultation ? What are its characteristics? What are its main fields?
- 2- What experience other universities have in the field of making use of the administrative consultation for developing their administrative performance ?
- 3- What is the reality of administrative consultation in Fayoum University ?
- 4- What is the proposed conception of administrative consultation for developing the administrative performance in Fayoum University ?

Importance of the study:

Importance of this study stems from the following considerations:

- 1- Administrative consultation plays an important active role in the making of wise decisions, improving and developing of performance and increase of production. In addition, administrative consultation is considered one of the three bases on which administrative development is based. These three bases are: researches, training and consultation. Consultation is the key to the administration of scientific research and a mechanism for application in the practical field.
- 2- Rarity of Arabic researches and studies that deal with administrative consultation as an approach to developing the administrative performance in Fayoum University. Despite

the presence of many writings on administrative consultation on one hand and on the university education administration on the other, it is difficult to find a study that combines both of them.

- 3- The educational institutes increasing need to seek the help of the competent authorities to solve their administrative problems and face the challenges and changes which the local and international environment face.

Objectives of the Study:

This study aims at:

- 1- Presenting the administrative consultation concepts, characteristics and its most important fields.
- 2- Being acquainted with other universities' experience in making use of administrative consultation in developing their administration.
- 3- Observing the reality of the administrative consultation related to the administration of university education in some Egyptian universities.
- 4- Making use of administrative consultation in developing the university education administration in Egypt and applying it to the administrative performance in Fayoum University.

Study Method:

The current study uses the descriptive method that depends on giving an accurate description of the education administration in

some Egyptian and foreign universities, determining the dominant factual conditions and relationships and observing various concepts, types and approaches of administrative consultation. This method depends also on the arrangement and analysis of the data collected about administrative consultations and the reality of the university administration on individual basis. Significant results obtained are analyzed used to the activation of the administrative consultation in order to develop the administrative performance in Fayoum university.

The current study will deal with one of the descriptive studies which is the case study and Fayoum University will be chosen to apply the field study on.

Study Limits:

- 1- Objective limits: the current study will focus on the activation of the administrative consultation as an approach to the developing the administrative performance in Fayoum University.
- 2-Space limits: the current study will focus on Fayoum University when applying the field study because the administrative trend followed in the Egyptian universities at the present time is the same, because all the Egyptian Universities follow the same law. Besides, Fayoum University is a newly established university, which has become independent only recently and is trying to develop itself.

3- Human limits: the current study is limited to some human elements in Fayoum University whose performance is the target of development. These elements are:

- managers on the levels of the university and the faculties of the university.
- staff members who hold administrative posts on the levels of the university and the faculties of the university.

Sources and tools of the study:

The researcher used the following sources to collect data and information:

- 1- Regulations, laws and decisions.
- 2- Scientific theses.
- 3- Periodicals and conferences.
- 4- Books and references.
5. a questionnaire designed for the managers and faculty staff who hold administrative posts.
- 6- Personal open meetings with the managers of units of a special nature.

Study Procedures:

Study procedures include the following steps:

First Chapter: "The General Framework of the Study": This chapter includes the definition of the framework in terms of its introduction, problem, importance, objectives,

limitations,terminology, approach, sources, tools, previous studies and procedures.

Second Chapter: “The Essence of the Administrative Consultation”: This chapter includes concepts related to administrative consultation; their importance, objectives, characteristics, fields, procedures of carrying them out and basic skills that an administrative consultant should have.

Third Chapter: “ The Experience of Some Universities in the Field of Making Use of Administrative Consultation for Developing Their Administrative Performance”: This chapter includes the experienceof Australia, America and some Egyptian universities like Cairo and Ein Shams Universities in the field of the activation of the administrative consultation for developing administrative performance.

Fourth Chapter: “The reality of the Administrative Performance in Fayoum University and the Role of Administrative Consultation in Developing It”: This chapter includes an introduction to the developing the administrative performance in the Egyptian universities, the realityof the administrative performance in Fayoum University and the realityof the administrative consultation role in the developing the administrative consultation in Fayoum University.

Fifth Chapter: “Field Study”: This chapter includes two axes; the first deals with the field study procedures while the

second deals with the study results. Results were presented and analyzed.

Sixth Chapter: “A proposed conception for the Activation of Administrative Consultation for the Developing of the Administrative Performance in Fayoum University”: In this chapter a proposed conception of this activation of the administrative consultation in Fayoum University according to a group of axes; the premises proposed conception, its objectives and implementation then comes the follow-up and evaluation.