Sir/Madam,

I may introduce myself as a part-time research student of the School of Management Studies, Cochin University of Science and Technology, working for the Ph.D. degree of the University under the guidance of Prof. P. Ramachandra Poduval. My study is on the "role of academic bodies with special reference to the academic programmes in the universities in Kerala".

I am sure that your considered opinions/remarks on the subject in the form of responses to the questions in the enclosed questionnaire will immensely help me in making an in-depth study of the subject. I shall feel obliged if you will kindly indicate your answers and send the questionnaire back to the address given below, preferably within a week.

I assure you that all the information provided by you shall be treated as confidential.

Thanking you in anticipation,

Yours truly,

Sd/-

(R. Sushama)
Research student
School of Management Studies
QUESTIONNAIRE

1. Name : 

2. Designation : 

3. Address for correspondence: 

4. Are/were you a member of : any of the academic bodies of any of the Universities in Kerala?

5. If yes, specify the body/ : bodies and your position

<table>
<thead>
<tr>
<th>Name of the academic body</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Board of Studies</td>
<td></td>
</tr>
<tr>
<td>Faculty</td>
<td></td>
</tr>
<tr>
<td>Academic Council</td>
<td></td>
</tr>
</tbody>
</table>

Please give your order of preference by marking 1,2,3 etc., in the box provided against each response.

1. Generally who takes the initiative in designing a new course in a University?
   - [ ] Board of Studies
   - [ ] Faculty
   - [ ] Academic Council
   - [ ] Syndicate
2. What in your opinion is the purpose of designing a new course in a University?

- For updating information in a specialised field
- For the personal development of students
- For training students for employment in specialised areas
- For making students competent to accept any job
- For training students for starting self-employment/professional practice

3. What is your priority for the courses of the following types?

- Personal development-oriented courses
- Knowledge-oriented general courses
- Knowledge-oriented specialised courses
4. What are the environmental reasons for designing a personal development-oriented course?

☐ To supply manpower needed for certain types of jobs, not currently available

☐ To modify a course to suit the requirement of the time.

☐ To inculcate new social values with the changing times

☐ To instil traditional values among students

5. What are the environmental reasons for designing knowledge-oriented general courses?

☐ To enable students to choose their career as teachers

☐ To enable students to further their knowledge by doing research

☐ To enable students to start self-employment

☐ To enable students to accept any job according to their qualification

6. What are the environmental reasons for designing knowledge-oriented specialised courses?

☐ To enable students to choose a career in which they can make use of their updated and specialised knowledge

☐ To enable students to start self-employment/professional practices

☐ To supply trained manpower to specialised areas where there is demand
7. From which sources, the method for designing the structure of a course be evolved?

☐ From discussions and expert opinions of competent persons in the field

☐ From the directives of external agencies like UGC, CSIR, DRDO etc.

☐ From the results of market surveys conducted for assessing the relevance of the course in relation to employment opportunities

8. What shall be the method for analysing the environmental demand of a course?

☐ By assessing the significance of the course in the present situation of the country

☐ By assessing the present employment opportunities for trained persons

☐ By assessing the attitude of potential employers

☐ By projection for 5 to 10 years for proper utilisation of manpower developed through course

☐ By assessing the attitude of the present or past students of the course

9. What, according to you, should be the involvement of the potential employers in designing and implementing a course?

☐ They should be invited to give their suggestions in designing the course structure

☐ They should be involved in the selection of students and faculty

☐ They should sponsor students
10. In addition to the knowledge input through teaching, what other aspects are to be included in the curriculum for the general professional development of the individual?

- Development of technical skills
- Development of behavioural (social relations) skills
- Development of skills relating to planning
- Development of skills relating to decision-making
- Total development of the person through extra-curricular activities such as NCC, NSS, planning forum, Students Union etc.

11. Do you feel that a course should be started only after ascertaining the market demand?

Yes/No.

12. a. Do you agree with the statement that proper analysis of manpower requirement in a specialised area for about 5 to 10 years is a pre-requisite for introducing a new specialised course?

Yes/No.

b. If yes, do you think that such an assessment is feasible?

Yes/No.
13. In your opinion what are the problems in implementing a new course?

☐ Lack of physical facilities
☐ Unavailability of trained faculty members
☐ Non-cooperation of existing faculty members
☐ Lack of literature/library facilities
☐ Lack of, or meagre support from external agencies
☐ Unavailability of students with right academic background
☐ Bottlenecks caused by bureaucracy

14. What according to you are the reasons or factors which lead to discontinuing a specialised course?

☐ Inadequate physical facilities
☐ Unavailability of competent teachers
☐ Limited scope of employment due to specialised training
☐ Not catering to the needs of youngsters
☐ Not relevant to the present period
☐ Lack of assessment of public demand
☐ Lack of projection for some years for the utilisation of trained manpower
☐ Absence of a specific sponsor to support the course

15. What in your opinion are the reasons for the failure of a general course?

☐ Limited scope of employment due to lack of specialisation
Lack of public demand due to the general nature of the course
Poor performance of students
Creating more educated unemployed youths who have no specialised training
Starting of the course for non-academic reasons

16. What is your reaction to the proposal that universities should offer specialised courses only when there is environmental demand? (Tick the appropriate box)

- Fully agree
- Somewhat agree
- Neither agree nor disagree
- Disagree
- Fully disagree

17. a. Some people consider that every five years, all existing courses at the undergraduate, graduate and postgraduate levels should be reviewed for their relevance and if found irrelevant, they should be substituted by socially and economically relevant programmes. Do you agree with this opinion?

Yes/No

b. If you do not agree with the above opinion, is it because of any of the following reasons?

- Pursuing higher education is everyone's right
- Courses should not be viewed from the point of relevance/irrelevance

18. What are the major problems experienced while running a course?

- Lack of physical facilities
Unavailability of competent faculty
Non-cooperation of teachers
Feeling of discrimination by students in one course from the students of a similar course in the same institute
Problems created by administrative procedures
Standard of the course diminishing gradually due to the poor calibre of students
Standard of the course diminishing due to the poor calibre of teachers

19. Some courses designed and approved by the academic bodies of universities are often not started. What, according to you, could be the reasons for non-implementation of such courses?

Lack of physical facilities
Lack of trained faculty
Resistance from existing faculty
Departmental politics
Non approval of Government/UGC for funds
Insufficient response for the course from potential students
Lack of public demand for the course due to narrow specialisation
Lack of public demand due to non-specialisation
Problems posed by administrative procedures of bureaucracy
20. Do you think that the different academic bodies of the universities discharge their functions satisfactorily? (Kindly tick the appropriate box)

- [ ] Completely satisfactorily
- [ ] Satisfactorily
- [ ] Somewhat satisfactorily
- [ ] Neither satisfactorily nor unsatisfactorily
- [ ] Somewhat unsatisfactorily
- [ ] Completely unsatisfactorily

Please give your order of preference by marking 1, 2, 3 etc., in the box provided against each of the responses.

21. According to you, what are the limitations of the academic bodies of a university?

- [ ] They do not represent true academicians as the membership is determined by political considerations
- [ ] They do not take any initiative in formulating academic reforms
- [ ] They do routine types of activities
- [ ] They are not given due recognition by the university authorities

22. To improve the functioning of the academic bodies, which of the following proposals do you agree with?

- [ ] They should meet periodically and review their functioning
- [ ] Membership to the bodies should be based only on academic excellence
They should have freedom to discharge their functions efficiently

Their decisions should not be vetoed by other university bodies except on the basis of administrative or resource considerations.

Date: ___________________________  Signature: ___________________________
APPENDIX - II

Interview Schedule

1. Name :
2. Designation :
3. Address :

1) Name of the course which has been discontinued after a few years of its implementation in the University

2) Please list out the environmental factors which necessitated the starting of the Course

3) Who took the initiative in starting the Course?
   (a) Government
   (b) University authorities
   (c) Faculty members
   (d) Public
   (e) Others

4. 1) Did you experience any problems in implementing the course in terms of the following factors?
   (a) Physical facilities : Yes/No
   (b) Library facilities : Yes/No
   (c) Trained faculty : Yes/No
   (d) Support from external agencies : Yes/No
   (e) Students : Yes/No
2) If yes, kindly elaborate

5. Can you identify the reasons for discontinuing the course? Kindly elaborate

6. Would you like to reintroduce the Course? Yes/No

7. If yes, what are the changed conditions for reintroducing the Course?

8. If no, what are your reasons?

Place:

Date: