Chapter III

PROCEDURE

In this chapter, the selection of subjects, selection of UGC scheme, selection of method of data collection, development of questionnaire and statistical techniques for analyzing the data that were employed is described.

Selection of subjects

This study dealt with organized and deliberate endeavors of UGC in promoting standard of professional education in the country. Out of reversal schemes and projects implemented by UGC in this regard for various professional educations, this study investigated the Refresher Courses offered for Physical Education professional under Career Advancement Scheme.

Since in the implementation of this scheme a vast Government Machinery, personnel working at various capacities such as, Resource Person, Course Coordinator, Director of ASC, subject experts are involved views and opinion of these peoples will be very critical and important for this study. Further, the candidate's sports officers in colleges/lecturers, Director in
Physical Education in Universities. Who have attended the courses since inception of the schemes; there opinions are most crucial for ultimate evaluation of the scheme, because these courses are solely meant for professional upliftment of this group of professionals.

Hence, considering all this, the subjects for this study were -

(a) Twenty four Directors/course coordinator of those Academic Staff Colleges where the Refresher Courses for professionals of Physical Education have been conducted.

(b) Sixty Resource Persons who are taking classes in these ASC's.

(c) Six hundred Lecturers/Sports Officers/Director of Physical Educatian at Colleges/ Universities. Who have attended the Refresher Courses offered by ASC's during last 10 years.

**Selection of Course (UGC Scheme)**

The Refresher Course offered for Physical Education professionals under Career Advancement Schemes was selected to review and critical analysis
**Criterion areas for evaluation of scheme**

The study was conceptualized with an honest intention to in depth investigation in all aspects of implementation standard and achievement of the project.

Following areas were identified as criterion areas for evaluation:-

(a) Standard of every course as per UGC Guidelines and as practical need oriented for the participants of these courses.

(b) Success of scheme in terms of implementation as Career Advancement Scheme by universities and state/central Government.

(c) Achievement of scheme in terms of knowledge update and specifically schemes goal and objectives.

(d) Financial provision for schemes in detail with funding and utilization of funds for every course, year wise in terms following:-

i) Course related cost

ii) Facility and infrastructure development

iii) Administrative expenses
(e) Standard of faculty, Resource Person center wise and as whole for the scheme.

Sources of Data and Method of Data Collection

Documentary evidence in terms budgetary allocations, number of beneficiaries etc. year wise were collected from U.G.C. Head Office, New Delhi.

Centre wise infrastructure related information's were collected from concern ASC through questionnaire as well as telephonic interactions.

The opinions based on which the Refresher Course was critically evaluated mainly collected through questionnaires.

For three subjects group i.e. Course Trainee, Resource Person, Director of ASC. Separate questionnaire were developed.

Development and Description of Questionnaire

Since the scheme is meant for sports officers/ lecturers/ Directors in colleges/universities and implemented by Directors/ course coordinator of ASC's with the help of experts and Resource
Persons. Their opinions and experience about schemes were highly crucial for evaluation of the schemes. In fact their opinions and views was primary basis of analysis of the ASC Refresher Courses for this purpose. All the concern subjects were categorized into following:-

(a) Course trainees
(b) Director/course coordinator of ASC's
(c) Resource persons/experts.

For each category of subjects questionnaire of specific importance related to schemes was developed.

For development of questionnaire for specific category of subject their roles and involvement with the scheme was taken into consideration.

First specific areas were identified for each category of subjects for which crucial information required to be elicited for meaningful interpretation. In the next questionnaire statements were constructed after much deliberation and discussions with experts.

Then following standards steps that to be followed in development of questionnaire were strictly followed:
- Initial writing
- Trial Run
- Final drafting

- Initial Writing:

First of all rough questions were developed and were corrected after getting suggestions and ideas of the persons related to the Refresher Courses. The ideas of experts had been taken into consideration before sending questionnaire for trial run.

- Trial Run:

In this process the questionnaire were sent to selected number of subjects for trial run and their views, ideas were called from them. The ideas and views of the subjects were also taken into consideration before finalizing the questions.

- Final Drafting:

Finally the questionnaire was drafted after consulting with the experts. The suggestions of the subjects, experts were kept in mind and the questionnaire was finally drafted.

Thus three questionnaire one each for course trainee/participants, Resource Person and Center Director/ASC Director were developed.
Three prominent renowned experts were constantly consulted during formulation of questionnaire. Their suggestion and guidance were strictly followed in every steps of questionnaire development.

The three experts were (1) Prof. Vivek Pandey, Professor, Department of Research and Advanced Studies, L.N.I.P.E., Gwalior, (2) Dr. K.K. Tiwari, Ex. Director, Academic Staff College, Rani Durgawati University, Jabalpur, (3) Dr. Kamlesh Mishra, Director, Academic Staff College, Rani Durgawati University, Jabalpur and the finally developed questionnaire was used only after their approval and nod. A written note of approval was also obtained from the three experts. (Appendices A).

The sample questionnaire are as follows:-

The questionnaire for participants had 23 items in all of which eleven items i.e. 1, 2, 3, 4, 15, 16, 17, 18, 19, 20, 21, were with response options yes or no. While ten items 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, were with following response:-

(a) Not at all
(b) To some extent
(c) To a great extent
Item No. 22 has response options five specific statement i.e.

(a) Graduate & postgraduate syllabus.
(b) Thrust area of the discipline.
(c) New & emerging areas of discipline.
(d) Research training.
(e) All above.

Item No. 23 had four response options i.e.

(a) Thrust areas of discipline.
(b) New & emerging areas of discipline
(c) Research training.
(d) Teaching skills & methodology.

Q.1 Do you think Refresher Course are essential for in-service teachers/employees?
Q.2 Do you think Refresher Course are essential for upgrading the subject knowledge?
Q.3 Refresher Course should not be made compulsory for promotions.
Q.4 Are you of the opinion that Refresher Courses are not serving any purpose and they should be done away with.
Q.5 Do you think Refresher Courses that you have attended improved your professional competency?
Q.6 Do you think Refresher Course have improved your teaching skills?
Q.7 Does course content satisfy your expectation?
Q.8 Are you satisfied with the quality of Resource Person of the course you have attended?

Q.9 Are you of the opinion that course/courses you have attended have neglected important areas of this profession?

Q.10 Does the course content cover relevant areas & issues of this profession?

Q.11 Does the course content prove their practical utility for this profession?

Q.12 Area you satisfied with teaching methodology adopted in the programme.

Q.13 Are you satisfied with boarding facilities provided at the center of the course?

Q.14 Are you satisfied with course management and day to day programme of the center?

Q.15 Whether seminar & workshop were part of your course content?

Q.16 Whether Refresher Training were part of your course content?

Q.17 Did the course you have attended offered training in the use of Teaching Gadgets & Teaching Aids?

Q.18 Are you satisfied with training of Teaching Gadgets & teaching aids?

Q.19 Did the course you attended offered computer training?

Q.20 Are you of the opinion that course content should compulsorily include training of computer education?

Q.21 Did the course you attended covered practical Teaching & Coaching, relevant to sports and games?
Q.22 In your opinion the course content should have -

Q.23 In your opinion of Refresher Courses should lay emphasis on-

The questionnaire for the Resource Person of Refresher Courses contained 13 items. All the questions have options YES/NO.

1. Do you think Refresher Courses are serving a good purpose?

2. Do you think Refresher Courses are essential to upgrade knowledge of the in-service teachers?

3. As a Resource Person do you think you have rendered necessary knowledge/information in the field concerning the candidates?

4. Are you of the opinion that you have justified your duty as per the candidate’s expectation level?

5. Were you able to provide the latest knowledge/information in the concerned field?

6. Do you think that the knowledge you rendered was of immense practical value?
7. Are you of the opinion that normally the Refresher Courses candidates are highly attentive and receptive to Resource Person in the class?

8. Do you always keep abreast yourself with latest information/knowledge in the field concerned?

9. Do face difficulty in procuring resource materials?

10. Do you agree that the UGC Refresher Course Scheme should continue?

11. Are you of the opinion that the Refresher Course Centres you have visited were of good standard?

12. Are you satisfied with honorarium you received from the Refresher Course Centres?

13. Are you satisfied with boarding and lodging facilities provided by Refresher Course Centres?

The questionnaire for the Director Academic Staff College contained 21 items in all of which 13 items i.e. 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, were with response option Yes/No. While 7 items 1, 2, 3, 4, 5, 6, 7, were with following response :-

(a) Not at all
(b) To some extent

c) To a great extent

Item No. 21 have response options for this specific statement i.e. :-

(a) Poor

(b) Average

(c) Good

(d) Excellent

Q.1 Do you consider Refresher Courses are serving its purposes effectively?

Q.2 Does the outcome/results of Refresher Courses Physical Education of your center justify the amount of resources spent?

Q.3 Is resource/fund allocation sufficient to meet the requirement of the center?

Q.4 Do you often face fund shortage problem?

Q.5 Is your center well equipped to run Refresher Courses?

Q.6 Is infrastructure of your center sufficient to run Academic Staff College Center?
Q.7 Are you of the opinion that candidates apply for Refresher Courses due to there promotional requirements only?

Q.8 Do you agree with the Refresher Course requirement for promotion?

Q.9 Are the Resource Person arranged of highest available standard?

Q.10 Do you face the problem of getting services of talented and competent Resource Persons?

Q.11 Does your center offer Seminars/Workshops as essential part of course?

Q.12 Do you also offer computer training as part of Refresher Course?

Q.13 Does your center conduct examination to grade the candidates?

Q.14 Do you consider examining the candidates essential for the course?

Q.15 Do you receive sufficient applications for the courses?
Q.16 Do you follow a transparent system of feed back collection from the candidates?

Q.17 Is feedback from the candidates used to modify the course strategy?

Q.18 Does your center provided boarding/lodging facilities to the candidates?

Q.19 Do you receive financial assistance from agencies other than UGC.

Q.20 Does your university provide you financial and other support to organize the courses?

Q.21 How do you rate the courses of your center?

Collection of Data

In addition to questionnaire, personal and telephonic interview was also conducted to collect relevant information pertaining to evaluation of scheme, depending on time, cost and administrative feasibility. All personal interviews were tape recorded for better assessment.

All the factual information or data pertaining to details of schemes, Budget allocations, course related cost, candidates course
assessment statements, list of candidates, list of Resource Persons, annual report of various course centers was collected from U.G.C. Head Office, New Delhi.

Statistical Techniques

The qualitative and quantitative data that was obtained from official documents, annual reports, records and opinion, views suggestions obtain from interview and questionnaire were subjected to various types of parametric and non-parametric statistical treatment in parameter section scholar had used all descriptive analysis. In descriptive analysis tabular description, percentage table and graphical display had been used to explain findings year wise.

In non-parametric area chi-square test had been used. Percent analysis was used to analyze the questionnaire responses.

***