Appendix-VI

ORGANIZATIONAL CLIMATE DESCRIPTIVE QUESTIONNAIRE

Impact of Democratic process on job-satisfaction and Academic results in relation to institutional climate of Senior Secondary Schools.

Deptt. of Education
Panjab University
Chandigarh.

Dear Sir,

A study on institutional climate is being conducted by me for the Ph.D thesis under the guidance of Dr. Anand Bhushan in Deptt. of Education, Panjab University, Chandigarh.

Institutional climate means that resulting conditions within the school from the social interaction between teachers and the principal. Teacher’s job satisfaction is influenced by the organisational climate of the school. For this study, co-operation of school teachers and principal is must.

The following questionnaire is meant to secure a description of the different ways in which teachers and principals behave in the schools and of the various conditions under which they have to work. So the items in this questionnaire describe typical behaviour or conditions that occur within a school organization.

Please indicate to what extent each of these descriptions characterize in your school with honesty and frankness as the data are being collected for research purpose and will be kept strictly confidential.

Thanking you,

Yours sincerely,

(VINOD KUMAR)
Investigator
INSTRUCTIONS

Please read the instructions carefully which describe how you should mark your responses. The descriptive scale on which to rate the items is printed at the top of each page. You are requested not to write your name. Please be sure that you have marked each item.

Each of the statements has four responses (i) Rarely occurs (ii) Sometimes occurs (iii) Often occurs (iv) Very frequently occurs.

You are requested to indicate your reaction to each of these statements by marking the appropriate no. indicating your choice. Write that number in the corresponding bracket. Here is an example of typical item found in this questionnaire.

a) Teachers call each other by their first name.

In this example, the respondent marked alternative (3) show the Interpersonal relationship described by this item 'often occurs' at this school. Of course, any of the other alternatives could be selected, depending upon how the behaviour described by the item does indeed occur in your school.

Please mark your response clearly as in the example.

1. Name of the school.
2. Qualification of the teacher
3. Age in years.

I. 25-34 (1)
4. Please mark your total experience in teaching profession in years.

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<td>31 and more</td>
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1. The manners of teachers at school are annoying.
2. There is a minority group of teachers who is always opposite the majority group.
3. Teachers exert group pressure on non-conforming faculty members.
4. Teachers seek special favours from the Principal.
5. Teachers interrupt other faculty members who are talking in the staff meetings.
6. Teachers ask non-sensical questions in the faculty meetings.
7. Teachers ramble when they talk in the faculty meetings.
8. Teachers at this school stay by themselves.
9. Teachers talk about leaving the school system.
10. Teachers socialise together in small select groups.
11. Routine duties interfere with the job of teaching.
12. Teachers have too many Committee requirements.
13. Students progress reports require too much time.
14. Administrative paper work is burden some at this school.
15. Sufficient time is given to prepare administrative reports.
16. Instructions for the operation of teaching aids are available.
17. The morale of the teachers is high.
18. The teacher’s accomplish their work with great vim, vigour and pleasure.
19. Teachers at this school show much school spirit.
20. Custodial service is available when needed.
21. Most of the teachers here accept the faults of their colleagues.
22. School supplies are readily available for use in classroom.
23. There is a considerable laughter when teachers gather informally.
24. In faculty meetings, there is the feeling of let us get things done’.
25. Extra books are available for classroom use.

26. Teachers spend time after school with students who have individual problems.

27. Teachers’ closest friends are other faculty members at this school.

28. Teachers invite other faculty members to visit them at home.

29. Teachers know the family background of other faculty members.

30. Teachers talk about their personal life to other faculty members.

31. Teachers have fun socialising together during school time.

32. Teachers work together preparing administrative reports.

33. Teachers prepare administrative reports by themselves.

34. Faculty meetings are mainly organised according to tight agendas.

35. Faculty meetings are mainly principal report meeting.

36. The principal runs the faculty meetings like a business conference.

37. Teachers leave the ground during the school day.
38. Teaches eat lunch by themselves in their own classroom.

39. The rules set by the Principal are never questioned.

40. Teachers are contacted by the Principal each day.

41. School secretarial service is available for teacher's use.

42. Teachers are informed of the results of a supervisor's visit.

43. The principal checks the subject matter ability of teachers.

44. The Principal makes all class scheduling decisions.

45. The Principal schedules the work for the teachers.

46. The Principal corrects teachers mistakes.

47. The Principal insures that teachers work to their full capacity.

48. The Principal talks a great deal.

49. Extra duty for teachers is posted conspicuously.

50. Principal goes out of his way to help teachers.

51. Principal sets an example by working hard himself.

52. The Principal uses constructive criticism.
53. The Principal is well prepared when he speaks at a school function.

54. The Principal explains his reason.

55. The Principal looks out for the personal welfare of the teachers.

56. The principal is in the building before teachers arrive.

57. The Principal tells teachers of new ideas he has run across.

58. The Principal is easy to understand.

59. The Principal helps teachers to solve personal problems.

60. The Principal does personal favours for teachers.

61. The Principal stays after school timings to help teachers to finish their work.

62. The Principal helps staff members to settle minor differences.

63. Principals helps teachers to select which course will be taught.

64. Principals tries to get better salaries for teachers.
Dear Sir/Madam,

I hereby take the opportunity of meeting you through this letter with a view to get your co-operation in the study that I have undertaken for Ph.D degree in Education under the guidance of Dr. Anand Bhushan, Deptt. of Education, Panjab University, Chandigarh, entitled.

Impact of Democratic process on job-satisfaction and Pupil achievement in relation to Institutional Climate of Senior Secondary Schools.

For this study co-operation of school teachers is must. Teacher’s job satisfaction is influenced by the climate of the school alot. In teaching profession, there are certain factors which cause job satisfaction and there are certain other factors which cause job dissatisfaction. I am studying both these factors.

These factors are given in present questionnaire. You should indicate the extent to which you agree with the given statements. Your would be helping me a lot in an important research pertaining to teacher’s job, if you fill in very carefully and precisely the required information as per instructions given in the questionnaire.

All this information regarding the study will be kept strictly confidential.

Thanking you,

Yours sincerely,

(VINOD KUMAR)
Investigator)

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GENERAL INFORMATION

1. Name in Full:
2. Male/Female:
3. Age: Years _____ months_______
4. Married / Unmarried
5. Educational qualifications
6. Present address:
7. Name of the School:
8. Place:
9. Teaching Experience:
   1. Primary School _____ yrs.
   3. Other Educational Institutions _____ yrs.
   4. Total Experience _____ yrs.
10. When the teachers job was accepted by you:
    1. What was your parent’s occupation?
    2. What was the monthly income of your parents?
11. Details regarding your employment in different schools.

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<tr>
<th>Name of School</th>
<th>No. of yrs</th>
<th>Reasons for leaving the school</th>
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Instructions:

You must have filled in the information sheet. In this questionnaire, there are 106 statements pertaining to teaching profession. You have to indicate your opinion in regard to each one of these statements.

On the right hand top of very page 5 column as under have been given.

1. SA - Strongly Agree 2. FA - Fairly Agree
3. N - Neutral 4. FD - Fairly disagree
5. SD - Strongly Disagree.

Against each statement 5 brackets have been given. You have to tick mark in the bracket ( ) in the appropriate column to express your opinion regarding the statement.

Please do write your opinion against each statement and do not leave any column blank.

1. Principals do not act as friends & guides but become masters of the teachers.
2. Good cooperation from students is available.
3. Managers are indifferent to flattering teachers.
4. The teacher’s work does not shine on account of over crowded classes.
5. The Principal is adequately appreciative.
6. A teacher deserves the respect of the students.
7. Managers have an educational point of view.
8. Principal’s attitude is modest.
9. There is no opportunity to teach one’s chosen subject.
10. The teacher experiences pride on account of extra ordinary achievement of a student.
11. Managers give facilities for professional training.
12. Teaching aids in schools are insufficient.
13. The principal does not properly appreciate the teachers work.
14. Life seems to be ever youthful because of having to work with children.
15. Society respects the teacher.
16. There is unsatisfactory arrangement for drinking water in the school.
17. Principal’s attitude to the teacher is strict.
18. Teaching can be called an interesting profession.
19. Teacher can be helpful in social reconstruction and development.
20. Professional literature in school is inadequate.
21. The Principal takes into account the teacher’s opinion in making decision in the school.
22. The teaching profession is a very degrading one.

23. Experienced teachers get an opportunity to help other teachers.

24. Facilities for teaching work are in adequate.

25. Principal’s encouragement in work is often available.

26. A teacher could not be expected to do more work than he is paid for.

27. All the teachers are kept in view while revising the pay scale.

28. The Principal does not give necessary encouragement.

29. The Principal accepts teacher’s suggestions.

30. Teaching is the last refuge of those who are unemployed.

31. Salary is adequate in view of load of work.

32. Principal is reluctant to sanction leave in time of need.

33. The Principal provides appropriate opportunities for progress according to efficiency.

34. Manager’s have faith in teacher’s work.


36. Principal has educational outlook.
37. Principal has not educational outlook.
38. The managers do not grant permission for further studies.
39. There are adequate teaching aids in the school.
40. There is lack of administrative efficiency among principals.
41. One can not give suggestions to the Principal.
42. Social welfare is also possible through this profession.
43. There is a good arrangement for drinking water.
44. Principal tries to establish amicable relations among teachers.
45. Principal’s behaviour is affectionate.
46. Society underestimates the values of teacher’s work.
47. One is able to impress the students.
48. Principal assigns to the teachers an appropriate position in the light of qualification and experience.
49. Principal treats at par the old and new teachers.
50. One’s knowledge is enriched through contact with other educated individuals in the school society.
51. Students insult teachers. ( ) ( ) ( ) ( ) ( )
52. Principals acts as a guide ( ) ( ) ( ) ( ) ( )
in personal problems.
53. Principal's attitude is ( ) ( ) ( ) ( ) ( )
impartial.
54. Teachers are helpful to one ( ) ( ) ( ) ( ) ( )
another in professional work.
55. There appears to be a lack ( ) ( ) ( ) ( ) ( )
of obedience among present day students.
56. The principal makes ( ) ( ) ( ) ( ) ( )
allowances in job work for his favourite teachers.
57. Principal criticise the ( ) ( ) ( ) ( ) ( )
teacher’s mistakes beyond limits.
58. The salary paid in this ( ) ( ) ( ) ( ) ( )
profession is satisfactory.
59. Teachers live a dull life. ( ) ( ) ( ) ( ) ( )
60. Principal unreasonably ( ) ( ) ( ) ( ) ( )
insists on getting things done by the teachers,
according to his own opinion.
61. The principal keeps the ( ) ( ) ( ) ( ) ( )
teachers informed of the circulars regarding Govt.
policy.
62. Teachers have to undertake ( ) ( ) ( ) ( ) ( )
private tutions.
63. Teaching profession is ( ) ( ) ( ) ( ) ( )
considered ideal and sacred.
64. Principal tries to maintain ( ) ( ) ( ) ( ) ( )
his position by using divide and rule policy among
teachers.
65. Principal is always inclined to find fault with the teachers.

66. Injustice is done to the old teachers when the pay scales are revised.

67. There is good opportunity for promotion in this profession.

68. Principal refers to the teachers faults in public.

69. Principal does not try to establish amicable relations among teachers.

70. Toilet facilities in the school are proper.

71. One gets the opportunity to educate the children in the family.

72. Principal does not assign appropriate position as per qualification and experience.

73. Creative joy can be obtained through this profession.

74. Professional literature in the school is adequate.

75. Teachers should be aware of home conditions of each pupil.

76. Managers interfere in day to day school work.

77. Moral values can be well maintained in this profession.

78. The teaching profession opens the field of knowledge.
79. Immediate family members ( ) ( ) ( ) ( ) ( ) ( ) look down upon this profession.

80. Society’s expectation from teachers are unduly high.

81. General negligence towards ( ) ( ) ( ) ( ) ( ) study prevails among present day students.

82. It is inconvenient to work ( ) ( ) ( ) ( ) ( ) in a village.

83. One who has no opportunity ( ) ( ) ( ) ( ) ( ) in any other occupation accepts the teachers job.

84. Society considers the ( ) ( ) ( ) ( ) ( ) teacher’s profession insignificant.

85. Antisocial mischief prevails ( ) ( ) ( ) ( ) ( ) among students.

86. Very able people will be ( ) ( ) ( ) ( ) ( ) wasting time & energy in the teaching profession.

87. Thirst for reading is ( ) ( ) ( ) ( ) ( ) ( ) satisfied in this profession.

88. Quarrels with other teachers ( ) ( ) ( ) ( ) ( ) of school takes place.

89. The teacher’s energy & time ( ) ( ) ( ) ( ) ( ) is wasted on account of student’s indiscipline.

90. Teacher’s respect is ( ) ( ) ( ) ( ) ( ) maintained.

91. One is given a higher ( ) ( ) ( ) ( ) ( ) position by surpassing another’s right.

92. The thinking and behaviour ( ) ( ) ( ) ( ) ( ) of teacher colleagues sometimes appears to be improper.
93. There is adequate facility ( ) ( ) ( ) ( ) ( ) for carrying on teacher work.

94. Rigidity on observing time ( ) ( ) ( ) ( ) ( ) schedule destroys enthusiasm for work.

95. The teacher is exploited in ( ) ( ) ( ) ( ) ( ) this profession.

96. A feeling of hostility ( ) ( ) ( ) ( ) ( ) grows among teachers on account of private tutions.

97. Constant curiosity for new ( ) ( ) ( ) ( ) ( ) knowledge is nourished.

98. Teaching profession brings ( ) ( ) ( ) ( ) ( ) mental peace to the teacher.

99. One should not advise one's ( ) ( ) ( ) ( ) ( ) sons and daughters to become teachers.

100. Tension is created on ( ) ( ) ( ) ( ) ( ) account of interference by managers who lack in educational insight.

101. Pay scales are insufficient ( ) ( ) ( ) ( ) ( ) in proportion to work.

102. Teaching is a respectable ( ) ( ) ( ) ( ) ( ) job.

103. Teacher alone is considered ( ) ( ) ( ) ( ) ( ) responsible for the student misbehaviour.

104. Managers do not permit ( ) ( ) ( ) ( ) ( ) professional training.

105. There is a lack of financial ( ) ( ) ( ) ( ) ( ) provision for the teachers at the time of illness & social occupation.

106. A person in this profession ( ) ( ) ( ) ( ) ( ) gets an opportunity to develop his personality.