

APPENDIX-D

Tool No.4

ORGANIZATIONAL CLIMATE DESCRIPTION QUESTIONNAIRE

(Adapted Version from Halpin & Croft)

Instructions

The questionnaire is prepared to secure a total feel and atmosphere of the college and various conditions under which the lecturer works. The items in this questionnaire describe typical behaviours and conditions that occur within a organization. Your responses to these items will indicate to what extent each of these descriptions characterise your college.

(Please be sure that you mark each item).

Out of four choices given for each of the following items, please, select one and circle around the number indicating the choice. The choices given are -

1. Rarely occurs
2. Some time occurs
3. Often occurs, and
4. Frequently occurs

Example:

1. Each student spends his races
time by himself..... 1 (2) 3 4

In this example, the respondent marked alternative 'two' to show the interpersonnel relationship by this item which sometimes occur at his college.

- 1. Rarely occurs
- 2. Sometimes occurs
- 3. Often occurs
- 4. Frequently occurs

1 2 3 4

- 15. Private work of the Managing Body takes too much time of the staff members.
- 16. Teachers have some fun in socializing together during college time.
- 17. Teachers interrupt other staff members who ask questions in the staff meetings.
- 18. Most of the teachers accept the faults of their colleagues.
- 19. Teachers in this college have to work on too many things.
- 20. Teachers feel quite related when they meet informally.
- 21. Teachers ask non-sensical questions in staff meetings.
- 22. Custodial service is available when needed.
- 23. Teachers ramble when they talk in staff meetings.
- 24. Teachers at this college show much college spirit.
- 25. The principal goes out of his way to help teachers.
- 26. The principal helps teachers to solve their personal problems.
- 27. Teachers at this college stay even after college hours by themselves.

- 1. Rarely occurs
- 2. Sometimes occurs
- 3. Often occurs
- 4. Frequently occurs

1 2 3 4 .

- 28. Teachers accomplish their work with great vigour and pleasure.
- 29. The principal sets an example by working hard him/herself.
- 30. The principal does personal favours for teachers.
- 31. The moral of the teachers is high.
- 32. The principal uses constructive criticisms to improve the teacher's work.
- 33. Teachers socialize together in small selected groups.
- 34. The principal makes all class scheduling decisions.
- 35. Teachers are contacted by the principal each day.
- 36. The principal is well prepared when he speaks at college functions.
- 37. The principal helps staff members to settle minor differences.
- 38. The principal prepares programme of work for the teachers.
- 39. Teachers leave the campus during the college time.
- 40. Routine duties interfere with the job of teaching.

1. Rarely occurs
2. Sometimes occurs
3. Often occurs
4. Frequently occurs

1 2 3 4

41. The principal corrects the teachers mistakes.
42. The principal talks a great deal in staff meetings.
43. The principal explains his reasons for criticism to teachers.
44. The rules set by the principal are never questioned.
45. The principal tries to get better conditions of work for the teachers.
46. The principal looks out for the personal welfare of teachers.
47. Adequate clerical help is available for teachers.
48. The principal runs college meetings like a business conference.
49. The principal is in building before teachers arrive.
50. Staff meetings are organised to a tight agenda.
51. Staff meetings are mainly principal's report meeting.
52. The principal tells teachers of new ideas he has run accross.
53. Teachers talk about leaving the college.

- 1. Rarely occurs
- 2. Sometimes occurs
- 3. Often occurs
- 4. Frequently occurs

1 2 3 4

- 54. The principal is easy to understand.
 - 55. The principal insures that teachers work to their full capacity.
 - 56. Extra duties are allotted to keep teachers more busy.
 - 57. The principal makes an effort to clarify the wrong ideas teachers might have.
 - 58. There is considerable laughter when teachers gather informally.
 - 59. Teachers talk about thier personal life to other staff members.
 - 60. The principal and the teachers work together to prepare reports for the university.
-