6.3.5: Institutions Performance Appraisal System for teaching and non-teaching staff

The teaching staff has the following Performance Appraisal System –

1. The faculty members fill in the Academic Performance Indicator (API) forms at the end of the Academic year in which they are asked about their workload participation, professional development, their contribution to the college and society as per the UGC proforma. It is submitted to the Principal and CCE, Based on the API scores, the lecturers are encouraged to take up innovative methods, continue best practices and take up more research-oriented projects.

2. Student Feedback – at the end of every year in Year Wise Scheme and every semester in CBCS the students' feedback is taken to assess the teaching performance of the lecturers.

3. Academic Audit – every year, CCE conducts Academic Audit in which the academic counselors oversee the performance of each and every department. An exit meeting is held in which the lecturers are intimated about their shortcomings if any, and are encouraged to improvise and innovate their performance.

4. Action Taken Report – After each Academic Audit, the IQAS prepares Action Taken Report sends it to the CCE in which action taken and the steps proposed to be taken up further in the college to improve performance are intimated.

Meetings are conducted by the principal in which results of individual percentage-wise, department-wise and overall result of the college is discussed.