

6.3.5 - Institutions Performance Appraisal System

The institution has an effective Performance Appraisal System for teaching and non-teaching staff.

Every year the outgoing students carry out and submit Teacher Evaluation and Campus Evaluation surveys. The Teacher Evaluation forms have 7 criteria related to aspects of teaching on which the opinion of the students is sought. The duly filled in forms are analyzed by the director and the Feedback thus obtained is judiciously addressed for the betterment of the Teaching-Learning process. In cases where laxity or lacunae is observed the teacher in question is counseled by the Director and urged to improve his/her performance in the interest of professional upgradation and better service-delivery to our primary stakeholders, namely the students.

The performance of the non-teaching staff is appraised by the Final Year students in the Campus Evaluation Survey. They are assessed on the parameters of efficiency, cordiality and overall helpfulness. These questionnaires too are analyzed by the director who counsels those non-teaching staff members whose performance has invited criticism or needs improvement. The performance of those teaching and non-teaching staff members who have not fared well in the students' feedback is closely monitored. An improvement in the subsequent performance of the said staff members has usually been noticed. In the infrequent instances when this does not happen systematic reminders are issued to the concerned staff member in a bid to correct imbalances and restore optimal efficiency in the institution.

The findings of the Teacher Evaluation and Campus Evaluation surveys are then summarized and graphically presented through pie charts and bar graphs and published on the institutional with transparency norms.



DIRECTOR
Siddhant Institute of Business Management
Sudumbare, Pune-412 109

