

6.3.5

Career Development/Progression

- Professional and technical training programme for skill enhancement.
- Honoring teachers acquiring higher academic qualifications by PTA, Alumni and Management.
- Financial assistance for participation in seminars/ workshops etc and membership in academic bodies.
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- Scope for promotion from Office Assistant level to Superintendent level.
- Scope for promotion from Assistant Professor to Professor level.

Performance Appraisal System

The institution has a Performance Appraisal System that evaluates its employees on a regular basis to maintain its strict quality parameters. Through internal and external evaluations as well as self-evaluation processes, it aids teaching and non-teaching employees in advancing their careers.

- All Faculty members and departments are required to submit the filled in proforma to IQAC for Academic and Administrative Audit (AAA).
- The proforma and AAA helps in systematic and periodic preparation and evaluation of API which helps in promotion of faculties.
- Other Departmental Mechanism such as regular staff meetings, Department Action Plan, Monthly report etc.
- Annual student satisfaction survey is conducted for assessment of the performance of teachers
- The IQAC collects self-appraisal form from non-teaching staff to evaluate their performance, major indicators being efficiency and time bound completion of tasks assigned to them. It is countersigned by the Principal. The appraisal records of staff are discussed with the authorities for optimum performance.